

Final Report

**State of Indiana Consolidated Annual
Performance and Evaluation Report
(CAPER)**

Program Year 2003
(July 1, 2003 through June 30, 2004)

Final Report

September 30, 2004

**State of Indiana Consolidated Annual
Performance and Evaluation Report (CAPER)
for Program Year 2003 (July 1, 2003 through
June 20, 2004)****Prepared for**

State of Indiana
Department of Commerce
Indiana Housing Finance Authority
Indiana Family and Social Services Administration
One North Capital Avenue, Suite 600
Indianapolis, Indiana 46204
317.232.8831

Prepared by

BBC Research & Consulting
3773 Cherry Creek N. Drive, Suite 850
Denver, Colorado 80209-3827
303.321.2547 fax 303.399.0448
www.bbcresearch.com
bbc@bbcresearch.com

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SECTION I.
Introduction

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Introduction

Purpose of the CAPER

At the end of each program year, the U.S. Department of Housing and Urban Development (HUD) requires all HUD recipients to submit a description and evaluation of program year activities that have been undertaken using HUD funding. This information is compiled into a report called the Consolidated Annual Performance and Evaluation Report (CAPER). In general, recipients are required to discuss how the activities undertaken during the year address the priority needs identified in the Consolidated Plan and Continuum of Care reports. The goal of the CAPER is to enable HUD and citizens to assess the recipient's progress toward meeting long-term goals.

The State of Indiana CAPER reports on program activities for four HUD block grants administered by three State agencies. For the State's 2003 program year, these agencies and awards included:

- The Indiana Department of Commerce (IDOC) – primary administrator of the State Community Development Block Grant (CDBG) program;
- The Indiana Housing Finance Authority (IHFA) – administrator of the State HOME Investment Partnerships Program, the Housing Opportunities for Persons with AIDS (HOPWA) program, and a portion of the CDBG program; and
- The Family and Social Services Administration (FSSA) – administrator of the Emergency Shelter Grant Program (ESG).

This CAPER was completed in accordance with Sections 104(d) and (e) of the Housing and Community Development Act and Title 24 CFR Part 91 and Part 570 that pertain to State submissions of the CAPER.

Public Notice for CAPER Review

The 2003 CAPER was available for public review between September 15, 2004 and September 29, 2004. A hard copy of the CAPER was on file with the Department of Commerce and electronic copies were published on agency websites. Public comments were encouraged and accepted during this period. The public notice announcing the availability of the CAPER is attached to this section.

Applicable Areas

The State of Indiana Consolidated Plan covers all non-entitlement areas in the State. The term "entitlement areas" refers to cities and counties that, because of their size, are able to receive federal HUD funding directly. These areas must complete a Consolidated Plan separately from the State to receive funding. The requirements for receiving CDBG, HOME, ESG and HOPWA funds directly are all slightly different, but are generally based on size and need. For purposes of this report, "non-entitlement" refers to cities and towns that do not file Consolidated Plans individually and are not

able to receive funding from the HUD programs directly. The entitlement areas in Indiana include the cities of Anderson, Bloomington, East Chicago, Elkhart, Evansville, Fort Wayne, Gary, Goshen, Hammond, Indianapolis, Kokomo, Muncie, New Albany, Terre Haute, Lake County, Hamilton County and the consortiums of Lafayette (including the cities of Lafayette and West Lafayette) and St. Joseph's County (including the cities of South Bend and Mishawaka).

Organization of the Report

The remainder of this report is organized as follows:

- Section II discusses the State's program year 2000 five-year strategic plan, 2003 one-year action items, and accomplishments;
- Section III discusses how the HOME and CDBG program and other resources were used to meet the housing and community development needs of non-entitlement areas in the State;
- Section IV discusses how the ESG, HOME and CDBG programs and other resources were used to meet the needs of persons who are homeless in the State;
- Section V discusses how the HOPWA program and other resources were used to meet the needs of persons living with HIV/AIDS in the State; and
- Section VI discusses the State's progress in meeting HUD's new Performance Measurement System program.

**LEGAL NOTICE
OF FILING OF
COMBINED ANNUAL PERFORMANCE EVALUATION REPORT**

Notice is hereby given that the Indiana Department of Commerce (Commerce), the Indiana Housing Finance Authority, and the Indiana Family and Social Services Agency will file their 2003 Combined Annual Performance Evaluation Report with the U.S. Department of Housing & Urban Development (HUD) on or about September 30, 2004. These programs are funded through the U.S. Department of Housing & Urban Development under Title I of the Housing & Community Development Act of 1974 as amended.

The Combined Annual Performance Evaluation Report provides information on the expenditure of activities with regard to the Community Development Block Grant (CDBG) Program, the Home Investment Partnership (HOME) Program, the Emergency Shelter Grant (ESG) Program, and the Housing Opportunities for Persons With Aids (HOPWA) Program. The Department of Commerce will have the Combined Annual Performance Evaluation Report available for public inspection prior to its submission. Members of the public, especially persons of low to moderate income, are invited to review the Combined Annual Performance Evaluation Report prior to its submission during the hours of 8:30 a.m. to 5:00 p.m., Wednesday, September 15, 2004 through Wednesday, September 29, 2004, at the office of the Controller of the Department of Commerce, One North Capitol, Suite 600, Indianapolis, Indiana 46204. Information regarding the Combined Annual Performance Evaluation Report can be obtained by writing to: Indiana Department of Commerce, Controller's Office, One North Capitol, Suite 700, c/o Beth Goeb, Indianapolis, Indiana 46204-2288. Additional information may also be obtained by e-mail bgoeb@commerce.state.in.us or by phoning 317/232-8334.

SECTION II.
Goal Assessment

SECTION II.

Goal Assessment

This section of the CAPER describes the top-level goals that were established in the 2000 five-year plan and 2003 one-year action plan for meeting housing and community development needs. It begins with a summary of the State's housing and community development needs for program years 2000 through 2005. The section then compares the 2003 one-year action plan supporting the top-level goals with actual performance.

As part of the CAPER process, the State conducted self-evaluations of the performance of the four HUD grants to determine if State needs were being met. These program-specific self-evaluations are included in later sections.

2003 Housing and Community Development Needs

The State's FY2003 Consolidated Plan Update presented findings from the community survey, regional public forums, and secondary statistical research conducted during the Consolidated Planning process. In sum, these data showed the following housing and community development needs:

- The top housing needs identified in the community forums included affordable single family and rental housing, emergency shelters (including youth shelters), transitional housing, and homeownership counseling and downpayment assistance. The top community development needs were for improvements to public infrastructure, infrastructure for affordable housing, and health care.
- The top community development needs listed by survey respondents included facilities and shelters for special needs populations, downtown business environment revitalization, child and adult care facilities, water and sewer system improvements, community centers, and emergency services.
- Respondents to the community survey were asked to identify what types of housing are most needed to meet affordable housing needs. These included single family housing, rental housing, emergency shelters and transitional housing.
- According to the 2000 Census, 220,000 homeowners and 218,000 renters paid more than 30 percent of their incomes in housing and are cost burdened. The State's youngest, elderly, and low-income households are the most likely to be cost-burdened.
- Race, family size and disability continue to be the most common reasons that Indiana citizens are discriminated against when trying to find housing, according to the surveys that have been conducted for the State's Consolidated Plans.

Five Year Goals

Seven top-level goals were established by the Committee for the FY2000 five-year plan. The Committee retained these top level goals for the FY2003 Action Plan. The goals, strategies, and action items are not ranked in order of importance, since it is the desire of the State to allow each region and locality to determine and address the most pressing needs it faces.

1. Expand and preserve affordable rental housing opportunities.
2. Enhance affordable homeownership opportunities.
3. Promote livable communities and community redevelopment.
4. Enhance employment development activities, particularly those that provide workforce development for low- to moderate-income citizens.
5. Strengthen and expand the State's continuum of care for persons who are homeless.
6. Strengthen the safety net of housing and services for special needs groups.
7. Enhance the local capacity for housing and community development.

For the FY2003 plan, the action items developed for program years 2000 through 2002 to achieve each of these goals were audited for their effectiveness in continuing to address the housing and community development needs identified during the FY2003 planning process. The following section outlines the Strategies and Action Plan in detail, including any modifications that have been made to better meet community needs.

Strategies and Action Plan

Goal 1. Expand and preserve affordable rental housing opportunities.

As detailed in the FY2003 Consolidated Plan, one of the greatest needs of communities is affordable, quality, multifamily housing. Census data from 2002 showed that 37 percent of the State's households were cost burdened. The State's youngest, elderly, and low-income households are the most likely to be cost-burdened.

The strategies developed to accomplish Goal 1 include:

- a. Continue funding IHFA's Housing from Shelters to Homeownership program to provide affordable rental housing. This program utilizes CDBG and HOME dollars to fund activities such as emergency shelter development, to owner and rental housing rehabilitation and new construction, and homeownership counseling and down payment assistance. Units of local government, townships, public housing authorities, Community Housing Development Organizations (CHDOs) and nonprofit entities may all apply for funding. Developments that serve the lowest income citizens are given additional scoring points, although this program's scoring system considers a number of factors to ensure that dollars are allocated to the greatest needs.

- **Action Items to be Monitored.** On an annual basis, IHFA will evaluate the current funding allocation of the Housing from Shelters to Homeownership program by comparing the number of units produced or rehabilitated, and/or dollar amounts available for production or rehabilitation, with the housing needs identified in the Consolidated Plan, to the extent that a renter/owner needs breakdown is available. The number and types of applications for the program will also be analyzed, since this measure of demand is also an indicator of need. The results of the evaluation will be used to establish priorities and goals for the upcoming program year.
 - **Accomplishments.** *This program continued FY2003. IHFA allocated more than \$8.3 million of HOME and CDBG funds to provide affordable rental housing through the Housing from Shelters to Homeownership program.* In addition, IHFA continued to utilize a competitive allocation system for the program. Preference is given to projects that: 1) Meet the needs of their specific community; 2) Attempt to reach very low-income levels of 30 percent of area median income; 3) Are ready to proceed with the project upon receipt of the award; and, 4) Revitalize existing neighborhoods.
- b.** Continue using Rental Housing Tax Credits to develop affordable rental housing. Since the program's inception in 1986, IHFA has been active in allocating Rental Housing Tax Credits. IHFA recognizes the value of tax credits in providing the much needed development of affordable rental housing; the program has long been at the core of the agency's multifamily division activities.
- **Action Items to be Monitored.** IHFA will also evaluate and report annually to the Committee on the ability of the Rental Housing Tax Credit program to serve the State's housing needs. IHFA will actively campaign for federal regulations that increase the amount of Rental Housing Tax Credits that states are allowed to allocate.
 - **Accomplishments.** *This program was available in FY2003. In FY2003, \$900,000 was allocated from the HOME/RHTC program to rental housing development.*
- c.** Continue to preserve existing Section 8 expiring use properties through IHFA's work as a HUD designated Participating Administrative Entity (PAE) to encourage property owners to remain in the Section 8 program. In addition, IHFA has been approved as a Section 8 Contract Administrator for certain properties.
- **Action Items to be Monitored.** A designated Consolidated Plan Committee member will report to the Committee on IHFA's accomplishments as a PAE and Section 8 Contract Administrator on an annual basis.
 - **Accomplishments.** *This action item is ongoing. For FY2003, IHFA remained PAE and Section 8 contract administrator.*

Goal 2. Enhance affordable homeownership opportunities.

Affordable housing has been consistently identified as a top need in the forums and surveys conducted as part of the five-year Consolidated Planning process. Expansion of affordable rental housing programs, which is addressed in the strategies for Goal 1, will serve a portion of this need, especially for the very lowest income households.

Enhancing homeownership opportunities is another part of the solution. The need for affordable single family housing was expressed by both survey respondents and forum attendees, including those representing special needs groups. According to Census 2002 data, nearly 240,000 Indiana homeowners paid more than 30 percent of their household income on housing costs in 2002. The State's lowest income households experience the greatest cost burden: Ninety-two percent (or 39,000) of the State's households earning less than or equal to 30 percent of the AMI (<\$12,391) who pay a mortgage were cost burdened in 2002.

The strategies developed to accomplish Goal 2 include:

- a.** Continue to fund IHFA's Housing from Shelters to Homeownership program to provide affordable single family new construction, rehabilitation of existing units for resale, owner-occupied rehabilitation, homeownership counseling, and downpayment assistance.
 - **Action Items to be Monitored.** On an annual basis, IHFA will evaluate the current funding allocation of the Housing from Shelters to Homeownership program by comparing the number of units produced or rehabilitated, and/or dollar amounts available for production or rehabilitation, with the housing needs identified in the Consolidated Plan, to the extent that a renter/owner needs breakdown is available. The number and types of applications for the program will also be analyzed, since this measure of demand is also an indicator of need. The results of the evaluation will be used to establish priorities and goals for the upcoming program year.
 - **Accomplishments.** *This program continued in FY2003. IHFA allocated \$4.7 million of HOME and CDBG funds to provide affordable owner occupied housing, downpayment assistance and homeownership counseling through the Housing from Shelters to Homeownership program.* In addition, IHFA will continue to utilize a competitive allocation system for the program. Preference is given to projects that: 1) Meet the needs of their specific community; 2) Attempt to reach very low-income levels of 30 percent of area median income; 3) Are ready to proceed with the project upon receipt of the award; and, 4) Revitalize existing neighborhoods.
- b.** Continue IHFA's First Home program, which uses Mortgage Revenue Bonds and Mortgage Credit Certificates to provide interest rate subsidies and down payment assistance to low- and very low-income households for purchase of their first home.

- **Action Items to be Monitored.** IHFA will evaluate and report annually to the Committee on the accomplishments of the First Home program in serving the State's lowest income populations who desire homeownership. IHFA will actively campaign for federal regulations that increase the amount of private activity bonds that states are allowed to issue.
 - **Accomplishments.** *This program is ongoing.* IHFA was successful in its campaign to increase the amount of private activity bonds allowed. Congress passed the increase, from \$50 per capita in 2000, to \$62.50 in 2001 and \$75 beginning in 2002.
- c. Explore the feasibility of establishing a statewide homebuyer counseling program.
 - **Action Items to be Monitored.** A designated Committee member will work with IHFA to evaluate the need for a homebuyer counseling program. If a need for such a program is identified, the Committee will assist IHFA in marketing the program to targeted populations, including dissemination of program materials at the Consolidated Plan regional forums and public hearings
 - **Accomplishments.** During 2001, IHFA hosted two roundtable discussions and conducted a mail survey to ascertain the need for a statewide homebuyer counseling program. In general, housing providers agree that there is a need for homebuyer education. *For program year 2002*, IHFA funded The Homeownership Education & Counseling Initiative (HomeEC), which is being conducted by IACED. The broad purpose of HomeEC is to determine the need for a statewide homeownership education and counseling program and develop a framework for such projects. In 2002 and 2003, regional meetings were held statewide to address the two primary components of the needs assessment: Quality - how to ensure that the program has consistent standards; and Accessibility – how to ensure that the program is accessible to all Indiana citizens, especially those in rural areas. In addition, during 2003, two interim “train the trainer” sessions were held to begin certifying counselors. IACED presented this report (Report and Recommendations on the Status of Indiana's Homeownership Education and Counseling System) to IHFA in December 2003.
 - The Individual Development Account (IDA) program mentioned in Action Item e. (below) contains a financial management component to assist potential homebuyers in understanding the financial requirements of buying a home.
- d. Consider establishing a marketing campaign that promotes homeownership to the State's minority populations, specifically targeting African American and Hispanic/Latino homebuyers.
 - **Action Items to be Monitored.** IHFA will work to evaluate the feasibility of establishing such a marketing campaign. If the decision is made to move forward with these marketing efforts, the Committee will assist in dissemination of materials and integrate the information into the Consolidated Plan public outreach process.

- **Accomplishments.** *IHFA has been marketing homeownership to the State's minority populations through a variety of efforts. During July and August 2003, IHFA placed radio advertisements on Network Indiana, a network of 65 stations statewide.*
- e. Continue using the Department of Commerce's (IDOC) Individual Development Account (IDA) program. This program provides a three to one match by the State (up to \$900 per year) to families at 175 percent of the poverty level who are trying to save money for a down payment on a home for themselves or a dependent.
 - **Action Items to be Monitored.** The Committee will support legislative action for continuation of the IDA program and campaign for its reauthorization. In addition, designated Committee members will evaluate the effectiveness of the program, including making administrative funds available for the community development corporations that participate in the program. The members will report to the Committee on opportunities for leveraging CDBG and HOME funds and/or programs to support the IDA. Where needs are identified (e.g., target areas in the State where participation is underutilized), the Committee will work with program administrators to fulfill such needs.
 - **Accomplishments.** *The State Legislature reauthorized the program in mid-2001. As such, this program is ongoing. The "IDA Working Groups" that have been established to provide feedback to IDOC about the program from organizations that were awarded an account are also ongoing.*
- f. Use the Section 8 homeownership program to assist low-income populations achieve homeownership.
 - **Action Items to be Monitored.** *This program became available to the State's citizens in January 2002. The FSSA Coordinating Committee members will review likely implementation of such a program.*

Goal 3. Promote livable communities and community redevelopment.

The Department of Commerce has recently taken a new approach to measuring the quality of life of the State's communities by employing a "livable communities" concept. IDOC defines livable communities as those that "actively and successfully serve the needs of their citizens; effectively connect people and places; and preserve, build upon, and invest in their economic, environmental, and human assets. To achieve this, livable communities plan and prepare for the future and form partnerships between the business, civic, government and not-for-profit sectors of the community." Thus, a livable community is one that encompasses, among other things, adequate transportation systems, good daycare services, and ample employment opportunities.

Because community development issues are often interconnected – e.g., inadequate employment opportunities can affect the commute citizens must endure to find a job – the Committee chose to address the community development concerns through the promotion and creation of livable communities.

The strategies developed to accomplish Goal 3 include:

- a. Continue funding IDOC's Community Focus Fund (CFF), which uses CDBG dollars for community development projects ranging from environmental infrastructure improvements to development of daycare and senior centers.
 - **Action Items to be Monitored.** IDOC will continue soliciting feedback from its award recipients about the CFF program, including components of the program that could be modified to better meet the needs of Indiana's communities. This feedback will be compared to the community needs identified in the Consolidated Plan and, together, these measures will be used to evaluate the program annually, to ensure that program dollars are being allocated to their most productive use. Components of the CFF, including the scoring process, will be modified as needed to reflect the needs of communities.
 - **Accomplishments.** *This program continued in 2003. During program year 2003, communities in the State received \$25 million in funding through the CFF. A variety of projects were funded, including: affordable housing infrastructure, development of community centers and family service centers, acquisition of fire fighting equipment, development of learning centers, neighborhood revitalization, development of senior centers and special needs facilities and improvements to water and sewer systems.*
- b. Continue funding IHFA's Housing from Shelters to Homeownership program, which provides funding for the entire continuum of housing needs of communities.
 - **Action Items to be Monitored.** On an annual basis, IHFA will evaluate the current funding allocation of the Housing from Shelters to Homeownership program by comparing the number of units produced or rehabilitated, and/or dollar amounts available for production or rehabilitation, with the housing needs identified in the Consolidated Plan, to the extent that a renter/owner needs breakdown is available. The number and types of applications for the program will also be analyzed, since this measure of demand is also an indicator of need. The results of the evaluation will be used to establish priorities and goals for the upcoming program year.
 - **Accomplishments.** *This program continued in FY2003. IHFA allocated \$15.1 million of HOME and CDBG funds to the Housing from Shelters to Homeownership program during FY2003. This program gives preferences to projects that meet the needs of their specific community and revitalize existing neighborhoods.*
- c. Continue the use of the planning and community development components that are part of the Planning Grants and Foundations programs funded by CDBG and HOME dollars. These programs provide planning grants to units of local governments and CHDOs to conduct market feasibility studies and needs assessments, as well as (for CHDOs only) predevelopment loan funding.

- **Action Items to be Monitored.** The Committee will evaluate the need for planning grants and related studies for local governments and CHDOs and consider allocating more CDBG and HOME dollars to such programs if significant gaps in this type funding are identified.
 - **Accomplishments.** *These programs are ongoing.*
- d. Continue including rehabilitation of existing structures as a scoring preference for applications for the Rental Housing Tax Credit and Housing from Shelters to Homeownership programs.
- **Accomplishments.** The RHTC program provides incentives for rehabilitation through its competitive scoring system. The Housing from Shelters to Homeownership program has scoring criteria to encourage rehabilitation of existing structures. *These scoring preferences continued.* Additionally, the 2003 and 2004 Qualified Allocation Plans (QAP) have set aside 10 percent of available annual RHTCs for developments that involve substantial rehabilitation of currently occupied low-income housing, developments otherwise in danger of being removed by a federal agency, and/or the conversion of existing market rate housing to affordable housing.
- e. Explore the feasibility of a statewide Fair Housing campaign.
- **Action Items to be Monitored.** The Committee will work with Indiana Civil Rights Commission (ICRC) to examine the need for a statewide Fair Housing campaign and consider accepting proposals for funding fair housing activities.
 - **Accomplishments.** *During program year 2001, the Fair Housing Task Force implemented a Statewide fair housing campaign. Activities in 2001 mostly consisted of planning the campaign and hiring an advertising agency to design campaign billboards, transit displays, posters, and radio and television public service announcements. The billboards will be located on main arteries throughout the state leading into nonentitlement cities. The campaign will be ongoing in 2004, and be revised as needed to maximize its effectiveness. During 2004, IFHA made a HOME Subrecipient Award of \$116,000 to the Indiana Civil Rights Commission with the objective to affirmatively further fair housing. The current award will build on and expand the following activities: 1) Conduct training that will be based upon the needs of constituents and by coordinating efforts with other organizations in order not to duplicate the effort; 2) Develop a training video; 3) Promote awareness of fair housing issues through media such as newspapers, radio and/or TV; 4) Reprint educational materials in English as well as Spanish; 5) Fund postage costs associated with materials distribution; 6) Provide website development and maintenance; and 7) Participate as an exhibitor at conferences and other events to educate the public about issues of housing discrimination.*

f. Continue to promote and encourage energy efficiency through the Rental Housing Tax Credit and Housing from Shelters to Homeownership programs.

- **Accomplishments.** *The Rental Housing Tax Credit program continues to give scoring preferences for energy efficiency. The Housing from Shelters to Homeownership program includes points for the design of structure, quality of amenities, and energy efficiency. Applicants receive points for committing to specific design features, which include a variety of Energy Star rated appliances and building products.*

g. Continue working to reduce the environmental hazards in housing, including lead based paint risks.

- **Action Items to be Monitored.** The Committee will support a team effort between IACED and IHFA to provide lead inspectors and assessors certification courses and training to award recipients about the hazards of lead based paint and safe work practices.
- **Accomplishments.** *In 2002, the training program was completed. IACED and IHFA have determined that there is not a need for the training every year; training will likely be held every two to three years.*
- *During 2004, IHFA added another eligible activity in the Housing From Shelters to Homeownership application package, which is Voluntary Acquisition/Demolition of developments where: 1) Structure is located in the floodplain that sustained substantial damage (50% or more); 2) Structures located within the flood way; or 3) Structures located within the flood fringe (below protection elevation).*
- *IHFA supports four to six Indiana Lead-Safe and Healthy Homes newsletters distributed by email or fax to more than 600 people each year at no cost.*
- *IHFA participates in and host meetings for the Lead-Safe Indiana Task Force which convenes stakeholders quarterly to discuss issue.*
- *IDEM supported four brochures that defined the legal responsibilities regarding lead-based paint for contractors, property managers, risk assessors, and building permit holders.*
- *The Indiana General Assembly adopted prohibitions on dangerous work practices involving lead and its requirement to clean-up debris.*
- *IDEM rewrote its lead-based paint activities rule to improve compliance and access to resources especially in areas of Indiana adjacent to cities across the border that have licensed people.*

Goal 4. Enhance employment development activities, particularly those that provide workforce development for low- to moderate-income citizens.

The Housing and Community Development Needs of the report discusses the need for investment in the State's human capital. Specifically, a recent study by the Indiana Economic Development Council found that for every 100 high-skill job openings, only 65 applicants were qualified. The need for job training and education has also been expressed in the community forums and surveys.

Along with the strategies to promote livable communities outlined in Goal 3, the State will:

- a. Continue the use of IDOC's Community Economic Development Fund (CEDF), which funds job training and infrastructure improvements in support of job creation for low- to moderate-income persons.
 - **Action Items to be Monitored.** IDOC will continue soliciting feedback from its award recipients about the CEDF program, and continue to collect data on the number of jobs created from and beneficiaries of the CEDF program. This feedback will be compared to the community (especially employment) needs identified in the Consolidated Plan and, together, these measures will be used to evaluate the program annually, to ensure that program dollars are being allocated to their most productive use. Components of the CEDF, including the scoring process, will be modified as needed to reflect the needs of communities.
 - **Accomplishments.** *The program funding and evaluation process is continuing.*
- b. Explore using the CEDF to fund employer based skills training that is transferable.
 - **Action Items to be Monitored.** IDOC has evaluated the feasibility of implementing such a program and set aside \$2 million of CDBG funds for new and basic skill training.
 - **Accomplishments.** *Since implementation, the program has been very successful. This program continued in 2003.* The training is targeted at those needing basic skills (including ESL) that must be transferable to other occupations. Business and units of local government may receive program funds.

Goal 5. Strengthen and expand the State's continuum of care for persons who are homeless.

As detailed in the FY2003 Consolidated Plan, between 80,000 and 100,000 citizens in the State are estimated to be homeless at any one time. These individuals require a combination of housing and supportive services, ranging from health care to temporary shelters to job training, to address their needs. The State has been working hard to integrate the continuum of care concept into program development, but this has proven to be a difficult task that requires more resources than originally available.

To further the continuum of care concept throughout the State, the Interagency Council for the Homeless has been recreated. The Council will also oversee implementation of the Homeless Management Information System (HMIS), required by the U.S. Congress to be part of continuums of care by 2003.

The strategies developed to accomplish Goal 5 include:

- a. Continue to submit an annual SuperNOFA application to fund continuum of care activities.
 - **Action Items to be Monitored.** The Interagency Council for the Homeless will be responsible for ensuring that the State Continuum of Care application is submitted to HUD annually.
 - **Accomplishments.** *This action item is ongoing. An application was submitted in FY2003.*
- b. Create regional continuum of care consortia to coordinate continuum of care activities and provide guidance on specific needs.
 - **Action Items to be Monitored.** *The Interagency Council for the Homeless will have as a priority organizing regional continuums of care.*
 - **Accomplishments.** *The Homeless Task Force that is part of the Interagency Council has the goal of improving the effectiveness of the regional Continuums of Care. To this end, during the next year the Task Force will: 1) Institute a process by which the regions report on their activities; 2) Develop a working model of how a regional Continuum should function; 3) Identify a contact person for each region; and, 4) Provide two training sessions for the regions.*
 - *IHFA gives scoring preferences to organizations that participate in the local or regional Continuum of Care on its Housing from Shelters to Homeownership applications.*
- c. Continue statewide nonprofit training provided by ICHHI for SuperNOFA grant applications.
 - **Accomplishments.** *This activity is ongoing and continued for the FY2003 SuperNOFA.*
- d. Expand the funding available for shelter and transitional housing development in IHFA's Housing from Shelters to Homeownership program.
 - **Action Items to be Monitored.** IHFA will increase its goal during the calendar year for awarding funds for shelter and transitional housing through the Housing from Shelters to Homeownership program to \$3.5 million annually.
 - **Accomplishments.** *In FY2003, the goal was not met because of lack of applications.*
- e. Continue working to improve the Family and Social Service Administration's (FSSA's) Emergency Shelter Grant (ESG) applications and scoring process to emphasize continuum of care services.

- **Action Item.** During 1999, FSSA worked with ICHHI to improve its ESG application to focus more on continuum of care components of shelter development and operation.
 - **Accomplishments.** *The revised application is currently being used. FSSA will continue revisions of the application, if needed, to encourage shelter provider integration in continuum of care networks.*
- f.** Implement a Homeless Management Information System (HMIS) between 2002 and 2004.
- **Action Items to be Monitored.** *The Interagency Council for the Homeless will make this a priority during FY2003. The Council received HUD funding for the implementation process. In addition, in 2004, ESG applications will require use of the HMIS. Housing from Shelters to Homeownership, QAP and HOPWA applicants must agree to use HMIS for their homeless clients.*
 - **Accomplishments.** *An HMIS Task Force was developed and has overseen the process of HMIS. Foothold Technology was picked as the software company to implement the service. A contract was signed in February 2004. The ESG Application for Funding was sent out in December 2003 and there was a statement in the application that the facilities who apply for ESG will be required to use the HMIS system and those who apply for HOPWA will be encouraged to use the HMIS system.. Since the Task Force has met all of its objectives, it decided to disband. Future implementation efforts will be carried out by the Indiana Coalition on Housing and Homeless Issues.*

Goal 6. Strengthen the safety net of housing and services for special needs groups.

Special needs groups, including the homeless, need a combination of housing and community services to ensure quality of life. The FY2003 Consolidated Plan discusses the needs of special needs populations, and estimates the gaps in both housing and community services by population. The State recognizes that the needs of this group range from an intensive, high level of services to very minor assistance, and that State programs must be flexible to accommodate all levels of need.

In addition to many of the strategies listed for Goal 5, the strategies developed to accomplish Goal 6 include:

- a.** Enhance resources such as FSSA's Shelter Plus Care grants that provide rental assistance for persons who are homeless and require enhanced supportive services (e.g., persons with mental illness or substance abuse).
- **Action Items to be Monitored.** The Shelter Plus Care program will provide tenant based rental assistance, and will be administered through the Community Action Agency network in the State. The current funding level will provide 50 vouchers for five years. The Committee will work to increase the amount of available resources for better assisting the State's special needs populations that are most difficult to serve.

- **Accomplishments.** *The Shelter Plus Care program awards have been granted. Community Action of Northeast Indiana will receive \$900,000 over five years, which will produce approximately 50 vouchers for housing and utility payments. Populations to be served include persons who are homeless and disabled and who may have other special needs. The State recently received another Shelter Plus Care grant of \$2.2 million. On April 28, 2003, FSSA held a statewide Shelter Plus Care training about the program and the additional funds.*
- b. Continue participating in and soliciting feedback from HIV/AIDS planning bodies.
 - **Accomplishments.** IHFA is currently very active in a number of organizations, including the Department of Health's Consumer Advisory Board. This involvement will continue.
- c. Enhance technical assistance and planning activities of organizations serving special needs groups.
 - **Accomplishments.** Technical assistance and resource identification remain eligible activities under the HOPWA program. During IHFA's first year of administering the program, the majority of program sponsors focused on programs that directly supported clients' needs (housing and supportive services). HOPWA project sponsors are able to take advantage of IHFA sponsored training activities (e.g., provided by IACED). In addition IHFA staff are available upon request to provide technical assistance on housing development and accessing grant funds.
 - *IHFA gives scoring preferences to organizations that participate in the local or regional Continuum of Care on its HOPWA applications.*
- d. Continue IDOC's CFF funding for the development of health care facilities, public social service offices that work with special needs populations, and shelter workshop facilities, in addition to modifications to make facilities accessible to persons with disabilities.
 - **Action Items to be Monitored.** IDOC will continue soliciting feedback from its award recipients about the CFF program, particularly grantees that have used the program to fund facilities for special needs groups. This feedback will be compared to the community needs identified in the Consolidated Plan and, together, these measures will be used to evaluate the program annually, to ensure that program dollars are being allocated to their most productive use. Components of the CFF, including the scoring process, will be modified as needed to reflect the needs of special needs groups in communities.

- **Accomplishments.** *The use of CFF funds for facilities targeting special needs group is continuing. CFF funds may also be used to make modifications to bring buildings into ADA compliance. IDOC has also implemented community workshops to educate communities about how CFF funding can be used and to offer technical assistance. In FY2003, IDOC proposed to use \$500,000 of CFF dollars to fund special needs facilities, if there is demand for such use.*
- e. Continue to use HOPWA funding for tenant-based housing assistance, emergency assistance, and direct client support.
 - **Action Items to be Monitored.** Using feedback the care regions, IHFA will evaluate the allocation of funds between these three program areas on an annual basis. IHFA will adjust its program allocations to reflect the current needs of its care regions. Refer to the FY2003 Consolidated Plan for more detail on the HOPWA allocation process.
 - **Accomplishments.** *During FY2003, HOPWA funded tenant based rental assistance (\$411,000), short-term emergency assistance (\$150,000) and supportive services (\$129,000).*
- f. Continue using IHFA's Housing from Shelters to Homeownership program for owner-occupied grant rehabilitation that can be used for home improvements that accommodate people with physical and developmental disabilities and the elderly.
 - **Action Items to be Monitored.** IHFA will evaluate and report annually to the Committee on the amount of funding and requests for funding from the Housing from Shelters to Homeownership program for grants for owner-occupied housing improvements, particularly those that assist special needs groups. IHFA will consider increasing the allocated funding in this area to the extent that the need for such dollars exceeds the current funding level.
 - **Accomplishments.** *This action item continued in FY2003. IHFA gives preferences for developments that include units targeted to serve persons who are developmentally or physically disabled in its Housing from Shelters to Homeownership program application.*
- g. Explore the HomeChoice program sponsored by Fannie Mae that allows more flexible underwriting guidelines for homeownership.
 - **Action Items to be Monitored.** IHFA submitted an application to Fannie Mae during 2000 for participation in the HomeChoice program. If the program is deemed successful, the Committee will assist IHFA in broadening the program throughout the State.

- **Accomplishments.** *Fannie Mae approved IHFA's proposed HomeChoice program. During the pilot phase, HomeChoice was offered in three counties: Bartholomew, Knox, and Marion. IHFA has earmarked \$1 million in revenues to finance the HomeChoice mortgages. IHFA and its HomeChoice partners – Fannie Mae, Irwin Mortgage, and the Back Home in Indiana Alliance – are in the process of developing a screening process for potential borrowers and will apply the program statewide. This program continued during program year 2003.*
- h. Conduct a survey targeted to the State's migrant agricultural workers, to improve upon the data and knowledge about the housing and community development needs of this population.
 - **Action Item to be Monitored.** As part of the either the Consolidated Plan or Continuum of Care process, the Committee will administer a survey of the State's migrant farm worker population. The Committee will work with the Governor's Task Force on Migrant Farmworkers on information sharing and data collection, if feasible.
 - **Accomplishments.** The Committee has deferred this action item while auditing a report on migrant farm worker needs by the Governor's Commission on Hispanic and Latino Affairs.
 - *IHFA continues to dedicate a portion of Housing from Shelters to Homeownership program funding to rehabilitation and new construction of migrant farmworker housing.*
- i. Seek input from organizations that work with special needs populations to guide funding and program formation, in an effort to ensure consistency between funding and the most current strategies being implemented to serve special needs groups.
 - **Action Item to be Monitored.** *The HUD grantee agencies will use input from special need groups to evaluate the projects they are funding and ensure that funds are being allocated to projects that have been found to best serve the needs of special populations. The agencies will also consider the requirements of the Olmstead Act when making project funding decisions.*
 - *In addition, when the State prepares its next Analysis of Impediments to Fair Housing Choice, it will include a detailed examination of State funding (e.g., if funding has supported current strategies for providing housing and services to special needs populations.*
 - **Accomplishments.** *During the FY2002 Consolidated Planning process, the Committee added two members who represent the communities of persons who are disabled. During program year 2003, the Committee will continue to seek input from these individuals, as well as other organizations through the community survey and regional forums.*

- j. New Action Item:** *Research the need for tenant based rental assistance (TBRA) versus the development of affordable rental housing in nonentitlement areas. Understand why Section 8 vouchers are going unused in certain areas. Also, research what other states are using TBRA, how much is dedicated to TBRA, the basis for TBRA (rental housing needs), etc.*
- **Accomplishments.** During the 2004-05 Consolidated Planning process, the State conducted a survey of Public Housing Authorities in nonentitlement areas to understand the need for TBRA and development of affordable housing. The results of the survey are included in the Housing Market Section of the 2004 Update. The State also collected information from other Housing Finance Authorities that have been using TBRA. This research will continue.
- k. New Action Item:** *Explore the option and need for increasing the amount of downpayment assistance for persons with disabilities who are constrained by the amount of assets they can accumulate by their income support programs.*
- **Accomplishments.** This Action Item will be addressed during the next Five Year Consolidated Planning period.
- l. New Action Item:** *Explore giving preferences to job training programs that work with persons with disabilities.*
- **Accomplishments.** The Committee will explore the option of providing grantees of job creation and training programs with information about how to provide employment opportunities for persons with disabilities. In addition, IDOC requires that grantees receiving CDBG funds for job training programs train workers “for life.”
- m. New Action Item:** *Include youth (particularly those discharged from the foster care system) as a special needs population for Consolidated Planning, research, understand and address their housing and community development needs.*
- **Accomplishments.** The needs of this population were researched and the findings incorporated into the Special Needs Section of the Consolidated Plan Update in 2004. This research will continue.
- n. New Action Item:** *Ensure that the State Allocation Plans are consistent with the American with Disabilities Act (ADA) and Fair Housing Law.*
- **Accomplishments.** This action item is ongoing. New construction funded with HOME dollars must meet the requirements of Section 504. All buildings constructed using CDBG funds must comply with the ADA.
- o. New Action Item:** *The committee will monitor efforts to establish a statewide housing trust fund.*

Goal 7. Enhance the local capacity for housing and community development.

The nonprofit community and local governments play a critical role as vehicles for the delivery of housing and community services, often with very limited funds. To continue to be effective in this role, the State recognizes that these entities require assistance with capacity building.

The strategies developed to accomplish Goal 7 include:

- a.** Continue using CDBG funding for technical assistance, including accreditation and procurement training.
 - **Action Items to be Monitored.** IDOC will continue to solicit and evaluate feedback from its award recipients about training needs, including a need for technical assistance with environmental issues. If a need is identified, an increase in the funding dedicated for a particular type of technical assistance will be considered.
 - **Accomplishments.** *During 2003, the grant administration assistance funded by IDOC continued.*
- b.** Continue providing funding for training and technical assistance in the pre-and post-application process for IHFA's programs. Also continue providing CHDO training and capacity building activities through the CHDO Works program.
 - **Action Items to be Monitored.** IHFA will continually evaluate the need for both training and technical assistance. If a need is supported, IHFA will continue to fund the programs to the extent allowed by the requirements of the funding source.
 - **Accomplishments.** *During program year 2003, training continued.* IHFA supports training and technical assistance in many different ways. IHFA Community x staff are encouraged to work with applicants and award recipients to make application and grant implementation as straightforward as possible. Both the Allocation and Compliance staff conduct group workshops to cover general information, and staff are also available for one-on-one technical assistance sessions. Additionally, during 2000, IHFA entered into its second three-year contract with IACED to conduct a wide variety of training to expand the capacity of housing organizations throughout Indiana.
 - *During program year 2003, IHFA continued to set-aside the maximum amount allowed under the HOME program for CHDO operating costs.* These operating funds are available to CHDOs through the CHDO Works program as well as to cover operating funds associated with construction-related projects.
- c.** Continue providing HOPWA training and technical assistance sponsored by IHFA.
 - **Action Items to be Monitored.** *IHFA is currently providing site training upon request. This continued in program year 2003.*

- d. Continue the statewide forum on grant applications sponsored by FSSA.
 - **Accomplishments.** *This training is held once a year when funding applications are released. It continued in program year 2003.*
- e. Continue the technical assistance provided by the Indiana Technical Assistance Consortium.
 - **Action Items to be Monitored.** Currently, IACED and ICHHI form the Indiana Technical Assistance Consortium, which provides training, direct technical assistance, and capacity building funding to CHDOs. The Consortium will provide the Committee with feedback from the training sessions, in an effort to better evaluate the continued training needs of CHDOs.
 - **Accomplishments.** *Training and technical assistance are ongoing. IHFA is currently funding a variety of training and capacity building efforts including organization development and capacity building. These training sessions are comprehensive one-on-one, working sessions and can take between 12 to 18 months to complete.*
- f. **New Action Item:** Continue to include as part of the Consolidated Plan regional forums presentations by the grantee agencies on their programs, application process, etc.
- g. Explore providing more direct training for ESG grantees.
 - **Action Items to be Monitored.** The ESG Committee representative will evaluate if grantees require additional training and technical assistance, and, if so, establish a training program based on those provided for the other HUD programs.
 - **Accomplishments.** *FSSA continued upcoming training for ESG grantees in 2003. In addition, when the HMIS is implemented statewide, ESG grantees will receive training on its operation.*
- h. Explore the creation of a core operating fund for non-profits.
 - **Action Items to be Monitored.** A team of Committee members will explore the feasibility of establishing a core operating fund (separate from those dollars currently provided by IHFA) for non-profit entities in the State that provide housing and community development services to the State's low-income and special needs populations. This item is expected to be accomplished between years 2002 and 2003; the Committee will report on its progress annually.
 - **Accomplishments.** *In late 2000, IACED began development of a statewide study to establish a strategic plan and identify system resources to support nonprofits on a statewide level. The study was funded through a private foundation and IDOC.*

Comparison of 2003 One-Year Goals with Accomplishments

Exhibit II-1 on the following page compares the program year goals established at the beginning of FY2003 with the actual dollars allocated to housing and community development activities.

Exhibit II-1. Comparison of Goals and Accomplishments, FY2003

Program/Funding Source	2003 Proposed Allocations		2003 Actual Allocations	
	Dollars	Percent of Total Funding	Dollars	Percent of Total Funding
Community Focus Fund (CDBG)				
Affordable Housing Infrastructure	\$300,000	1%	\$0	0%
Fire Stations / Equipment	\$2,000,000	6%	\$3,345,145	9%
Health Facilities	\$0	0%	\$251,462	1%
Library / Lifelong and Early Learning Centers	\$1,300,000	4%	\$77,314	0%
Neighborhood/Park and Recreational Facilities	\$1,000,000	3%	\$1,282,195	3%
Neighborhood Revitalization	\$700,000	2%	\$0	0%
Senior Centers	\$3,200,000	10%	\$1,840,197	5%
Special Needs Facilities	\$1,000,000	3%	\$503,373	1%
Water and Sewer/Infrastructure	\$15,000,000	46%	\$14,937,013	40%
Total	\$24,500,000	75%	\$22,236,699	60%
Community Economic Development Fund (CDBG)				
Administration	\$800,000	2%	\$1,173,426	3%
Technical Assistance (CDBG)	\$400,000	1%	\$60,668	0%
Direct Financial Assistance to For-Profits	\$0	0%	\$2,296,531	6%
Acquisition/Clearance and Demolition	\$0	0%	\$489,035	1%
Brownfield Initiative (CDBG)	\$1,400,000	4%	\$66,879	0%
Planning Fund	\$1,600,000	5%	\$1,840,758	5%
Public Services		0%	\$754,290	2%
Total CDBG (less HDF)	\$32,700,000	100%	\$37,362,415	100%
Emergency Shelter Grants (ESG)				
Essential Services	\$312,000	18%	\$280,296	16%
Shelter Operations	\$1,200,000	69%	\$1,262,776	72%
Homeless Prevention	\$110,000	6%	\$107,491	6%
Administration/Remainder	\$114,000	7%	\$109,437	6%
	\$1,736,000	100%	\$1,760,000	100%
Beds Supported	3,000 beds		3,187 beds	

Source: IDOC, IHFA, FSSA.

Exhibit II-1.
Comparison of Goals and Accomplishments, FY2003, Continued

Program/Funding Source	2003 Proposed Allocations		2003 Actual Allocations		
	Dollars	Percent of Total Funding	Dollars	Percent of Total Funding	
Housing from Shelters to Homeownership (HOME/CDBG)					
Emergency Shelters	\$500,000	3%	\$500,000	3%	
Youth Shelters	\$400,000	2%	\$200,000	1%	
Transitional Housing	\$1,800,000	10%	\$498,000	3%	
Migrant Farmworker Housing	\$500,000	3%	\$0	0%	
Rental Units (less RHTC)	\$2,400,000	13%	\$6,974,650	38%	
Homebuyer Units	\$2,000,000	11%	\$1,296,922	7%	
Owner Occupied Rehabilitation	\$3,000,000	17%	\$2,700,000	15%	
Homeownership Counseling / Down Payment	N/A	0%	\$2,072,413	11%	
	\$10,600,000	59%	\$14,241,985	78%	
CHDO Works (HOME)	\$669,000	4%	\$180,000	1%	
First Home Downpayment Assistance	\$1,736,870	10%	\$1,082,972	6%	
HOME/RHTC	\$2,400,000	13%	\$900,000	5%	
Administration	\$1,656,208	9%	\$1,229,097	7%	
Foundations (HOME/CDBG)					
CHDO Predevelopment Loans	\$350,000	2%	\$141,700	1%	
CHDO Seed Money Loans	\$150,000	1%	\$61,000	0%	
Housing Needs Assessments	\$400,000	2%	\$400,000	2%	
Site-Specific Feasibility Studies	\$100,000	1%	\$90,000	0%	
	\$1,000,000	6%	\$692,700	4%	
Total HOME and HDF	\$18,062,078	100%	\$18,326,754	100%	
Housing for People with AIDS (HOPWA)					Actual
Rental Assistance	\$396,000	50%	\$385,624	50%	153/units
Short-term Rent, Mortgage and Utility Assistance	\$142,560	18%	\$142,421	19%	476/units
Supportive Services	\$118,800	15%	\$128,738	17%	295 households
Housing Information	\$31,680	4%	\$27,900	4%	63 households
Project Sponsor Administration	\$55,440	7%	\$33,176	4%	N/A
Resource Identification	\$7,920	1%	\$500	0%	N/A
Operating Costs	\$7,920	1%	\$6,728	1%	16 units
Technical Assistance	\$7,920	1%	\$0	0%	N/A
Administration	\$23,760	3%	\$43,042	6%	N/A
Total	\$792,000	100%	\$768,129	100%	645 units

Source: IDOC, IHFA, FSSA.

Summary of Goals, Action Items and Accomplishments

The attached exhibit lists the program year 2003 five-year goals, action items, the target year of completion, and notes on accomplishments to date.

**Exhibit II-2.
Strategies and Action Matrix,
FY2000 Five Year Plan, 2004 Action Plan**

Goals	Strategies	Action Items	FY2004 Goals & Progress
I. Expand affordable rental housing opportunities	a. Continue funding IHFA's Housing from Shelters to Homeownership program	Evaluate annually how the program meets identified housing needs (based on number of or dollars dedicated to units produced and rehabilitated)	Proposed funding: \$4 million.
	b. Continue using Rental Housing Tax Credits to develop affordable housing	Evaluate annually how the program meets identified housing needs (based on number of or dollars dedicated to units produced and rehabilitated).	Proposed funding: \$2.4 million.
	c. Continue to preserve existing Section 8 and other expiring use properties through IHFA's work as a Participating Administrative Entity (PAE) and PBRA.	Report to Committee IHFA's accomplishments as a PAE and PBRA annually	Activities are ongoing. For FY2003, IHFA will remain a PAE and Section 8 contract administrator.

Exhibit II-2. (continued)
Strategies and Action Matrix,
FY2000 Five Year Plan, 2004 Action Plan

Goals	Strategies	Action Items	FY2004 Goals & Progress
II. Enhance affordable homeownership opportunities	a. Continue funding IHFA's Housing from Shelters to Homeownership program	Evaluate annually how the program meets identified housing needs (based on number of or dollars dedicated to homeownership for low and moderate income citizens)	Proposed funding: \$3.9 million.
	b. Continue funding IHFA's First Home program, which uses MRB and MCC to provide interest rate subsidies and down payment assistance	Evaluate annually how the program meets identified housing needs (based on number of or dollars dedicated to homeownership for low and moderate income citizens)	Program is ongoing.
	c. Explore the feasibility of establishing a statewide homebuyer counseling program	Work with IHFA to evaluate the need for the program. If a need is identified, assist IHFA in marketing of the program, especially to targeted populations	IACED, with funding from IHFA, is conducting the Homeownership Education & Counseling Initiative (HomeEC). The purpose of HomeEC is to determine the need for a statewide homeownership counseling program.
	d. Consider establishing a marketing campaign that promotes homeownership to the state's minority populations, specifically targeting African American and Hispanic homebuyers	Work with Fair Housing Task Force in consideration and potential implementation of such a campaign.	
	e. Continue using the Individual Development Account program	Evaluate the effectiveness of the program; assist with program needs; support legislative renewal	State legislature reauthorized funding for program. IACED has convened "IDA Working Groups" to provide feedback on the program.
	f. Use the Section 8 homeownership program to assist low income populations achieve homeownership.	Monitor the success of the new program in assisting the targeted populations.	

Exhibit II-2. (continued)
Strategies and Action Matrix,
FY2000 Five Year Plan, 2004 Action Plan

Goals	Strategies	Action Items	FY2004 Goals & Progress
III. Promote livable communities and community redevelopment	a. Continue funding the Community Focus Fund (CFF), which uses CDBG dollars for community development projects	Evaluate annually how the program meets identified community development needs (based on number of or dollars dedicated to certain activities); modifying components as needed	Funding will continue in FY2004.
	b. Continue funding IHFA's Housing from Shelters to Homeownership program	Evaluate annually how the program meets identified housing needs (based on number of or dollars dedicated to units produced and rehabilitated)	Proposed funding: \$10.9 million.
	c. Continue the use of the planning and community development components of the CFF and Foundations programs	Annually evaluate the need for planning grants and related studies for local governments and CHDOs and consider allocating more CDBG and HOME funds to these programs if significant gaps are identified	Proposed funding: \$0.9 million for Foundations, \$1.6 million for planning grants.
	d. Continue including rehabilitation of existing structures as a scoring preference for applications for the Rental Housing Tax Credit and Housing from Shelters to Homeownership programs		Will continue scoring preference. The QAP provides a 10 percent set aside for developments that involve rehabilitation of occupied low income housing, developments in danger of being removed, and conversion of market rate to affordable housing.
	e. Explore the feasibility of a statewide Fair Housing campaign	Work with IHFA to determine the need for such a campaign and consider accepting proposals for Fair Housing activities	Campaign will continue pending funding.
	f. Continue to promote and encourage energy efficiency through the Rental Housing Tax Credit and Housing from Shelters to Homeownership programs		Scoring preferences will continue.
	g. Continue working to reduce the environmental hazards in housing, including lead based paint risks	Support a team effort between IACED and IHFA to provide training to grantees, particularly those conducting rehabilitation, about lead based paint hazards, if such an effort is deemed feasible	Lead based paint training workshops will be continued as needed.

Exhibit II-2. (continued)
Strategies and Action Matrix,
FY2000 Five Year Plan, 2004 Action Plan

Goals	Strategies	Action Items	FY2004 Goals & Progress
IV. Enhance employment development activities	a. Continue the use of the Community Economic Development Fund (CEDF), which funds job training and infrastructure improvements in support of job creation	Evaluate annually how the program meets identified community development needs (based on number of or dollars dedicated to workforce development activities)	Program is continuing.
	b. Explore using the CEDF to fund employer based skills training that is transferable	Evaluate the feasibility of such a program; make recommendations to the Committee of how to proceed; design and implement program	Have set aside \$2 million in new and basic training and \$2 million for related economic development activities (e.g., infrastructure development). Program has been very successful.
V. Strengthen and expand the state's continuum of care	a. Continue to submit an annual SuperNOFA application to fund Continuum of Care activities	Create a Continuum of Care Committee (CCC) to provide oversight and development of the Continuum of Care application and evaluate the ongoing effectiveness of funded programs	The State is working on the application for FY2004.
	b. Encourage the formation of regional continuum of care consortia to coordinate continuum of care activities	Work to establish a successful network of continuum of care providers for all identified regions in the State	Included as a goal for the Homeless Task Force.
	c. Continue statewide nonprofit training provided by ICHHI for SuperNOFA grant applications		Continuing.
	d. Expand the funding available for shelter and transitional housing development in IHFA's Housing from Shelters to Homeownership program	IHFA will increase funding for shelters and transitional housing through the program from \$3 million to \$3.5 million	Funding goal was increased to \$2.5 million for FY2004.
	e. Continue to work to improve the FSSA ESG application and scoring process to emphasize continuum of care services	FSSA to continue revisions to the application, if needed, to encourage shelter provider integration into continuum of care networks	Application was revised for FY2002 to include preferences for transitional housing and shelters for the mentally ill (based on comments from the public forums). Evaluation will be ongoing.
	f. Implement a Homeless Management Information System (HMIS) between 2002 and 2004.	Coordinate with shelters and service providers to implement a statewide HMIS.	Will continue to work on HMIS implementation.

Exhibit II-2. (continued)
Strategies and Action Matrix,
FY2000 Five Year Plan, 2004 Action Plan

Goals	Strategies	Action Items	FY2004 Goals & Progress
VI. Strengthen the safety net of housing and services for special needs groups	a. Enhance resources such as FSSA's Shelter Plus Care grants that provide rental assistance for people who are homeless or difficult to serve	Work to increase the amount of available resources for better assisting the state's special needs populations that are difficult to serve	FSSA received a second Shelter Plus Care award of \$2.2 million.
	b. Continue to participate in and solicit feedback from HIV/AIDS planning bodies.		Ongoing.
	c. Enhance technical assistance and planning activities of organizations serving special needs groups	Improve technical assistance opportunities; increase training for service providers (see full Plan for specific items)	Technical assistance is an eligible activity under HOPWA. Funding is demand based.
	d. Continue CFF funding for the development of facilities or modifications to existing buildings that benefit special needs populations and/or are required by ADA	Evaluate annually how the program meets identified needs of special populations	Funding continuing
	e. Continue to use HOPWA funding for tenant-based housing assistance, rental assistance, and direct client support	Evaluate the allocation of funds between the three program areas annually	HOPWA has been used to provide TBRA, emergency assistance, and supportive services in past program years; this will continue.
	f. Continue using IHFA's Housing from Shelters to Homeownership program for owner occupied rehabilitation	Evaluate annually how the program meets identified housing needs of special populations, especially as related to owner occupied rehabilitation	Funding continuing
	g. Explore the Home Choice program sponsored by Fannie Mae that allows more flexibility in underwriting guidelines for homeownership	Apply to Fannie Mae for participation in the HomeChoice program; if funded, evaluate pilot phase and potential expansion of the program	Received \$1 million for the pilot program. Program will be continued in FY2003.

Exhibit II-2. (continued)
Strategies and Action Matrix,
FY2000 Five Year Plan, 2004 Action Plan

Goals	Strategies	Action Items	FY2004 Goals & Progress
VI. Continued.	<p>h. Conduct a survey targeted to the state's migrant agricultural workers, to improve upon the knowledge about the needs of this population</p>	Administer a survey of the state's migrant farm worker population	This item has been deferred pending a new committee within the Governor's Commission on Hispanic & Latino Affairs which will address migrant farmworker needs. IHFA has also allocated \$0.3 million to migratr farmworker housing.
	<p>i. Seek input from organizations that work with special needs populations to guide funding and program formation.</p>		This action item was implemented during the FY2002 planning process with the addition of new committee members and will continue.
	<p>j. Research the need for tenant-based rental assistance in nonentitlement areas.</p>		In 2003-2004, PHA Surveys and a review of TBRA programs in other states was conducted. Research is continuing.
	<p>k. Explore the option and need for increasing the amount of downpayment assistance for persons with disabilities.</p>		This is deferred to the Five Year Plan.
	<p>l. Explore giving preferences to job training programs that work with persons with disabilities.</p>		Will explore educational efforts for employers in 2007.
	<p>m. Include youth as a special needs population in the Consolidated Plan.</p>		Accomplished in 200X. Research will continue.
	<p>n. Ensure that the State Allocation Plans are consistent with the Americans with Disabilities Act.</p>		Ongoing.
	<p>o. Monitor efforts to establish a statewide housing trust fund.</p>		

Exhibit II-2. (continued)
Strategies and Action Matrix,
FY2000 Five Year Plan, 2004 Action Plan

Goals	Strategies	Action Items	FY2004 Goals & Progress
VII. Enhance the local capacity for housing and community development	a. Continue using CDBG funds for technical assistance.	Determine the need for technical assistance and training, especially as related to environmental issues. If a need is identified, increase funding in these areas	Program is continuing.
	b. Continue providing funding for application training and technical assistance and CHDO training and capacity building activities	IHFA will evaluate the need for both training and technical assistance and continue to fund these programs to the extent allowed by the requirements of the funding source	Training is continuing.
	c. Continue providing HOPWA training and technical assistance	Improve technical assistance opportunities; increase training for service providers (see full Plan for specific items)	Currently provide training to potential grantees upon request.
	d. Continue the statewide forum on grant applications sponsored by FSSA		Program is ongoing. The forums are conducted once a year, after the applications are released.
	e. Continue the technical assistance provided by the IN Technical Assistance Consortium	Evaluate the needs of CHDOs through feedback from training provided by the IN Technical Assistance Consortium	Ongoing.
	f. Continue to include as part of the Consolidated Plan regional forums presentations by agencies on programs, application processes.		Ongoing.
	g. Explore providing more direct training for ESG grantees	Evaluate if grantees require additional training and technical assistance and, if so, establish a training program based on those provided by other HUD programs	Ongoing.
	h. Explore the creation of core operating fund for not-for-profits	Explore the feasibility of establishing a core operating fund for not-for-profit entities in the state the provide housing and community development services to the state's low income and special needs populations	IACED recently conducted a capacity building study for state's CD nonprofits. Goal of study was to develop a business plan and identify system resources of supporting nonprofits on a statewide level. Results will be used by the Committee to evaluate this task.

SECTION III.

Housing and Community Development Activities

SECTION III.

Housing and Community Development Activities

The State of Indiana allocated approximately \$56.3 million to housing and community development activities during program year 2003; this funding was received from U.S. Department of Housing and Urban Development (HUD) for housing and community development activities. The majority of this funding was used to support housing and community development activities: \$12 million in HOME funds and approximately \$4 million in Community Development Block Grant (CDBG) funds (a total of approximately \$16 million) were dedicated to affordable housing activities. Approximately \$37 million of Community Development Block Grant (CDBG) funds were used for a variety of housing and community development activities, ranging from water and sewer system improvements to construction of public facilities to planning awards. This section of the CAPER reports on how the HUD funds from program year 2003 were used for the State's housing and community development needs.

2003 Housing and Community Development Needs

The primary purpose of the Consolidated Planning process is to identify existing housing and community development needs that may be mitigated through the allocation of the HUD awards to which a state or jurisdiction is entitled. During the State's FY2003 Consolidated Plan, existing needs were identified in quantitative research as well as through a community survey, regional public forums and public hearings. The top housing and community development needs identified in FY2003 were:

- Affordable housing for very low-income households;
- Affordable single family and rental housing;
- Homeless shelters/transitional housing and facilities;
- Youth aging out of foster care;
- Infrastructure (roads/sewer/water);
- Downtown revitalization;
- Downpayment assistance;
- Rental rehabilitation;
- Facilities and shelters for special needs populations;
- Child and adult care facilities;
- Community centers; and
- Homeownership counseling and downpayment assistance.

The State developed priorities for both housing and community development needs based on the findings from the FY2003 Consolidated Plan research. Exhibits III-1 and III-2 on the following pages show the prioritization of needs for the FY2003 program year.

**Exhibit III-1.
Housing Needs,
Priorities for FY2003**

Source:
Indiana Housing Finance Authority.

Priority Housing Needs	Priority Need Level	
	Percentage	Need Level
Renter		
Small and Large Related	0-30%	High
	31-50%	High
	51-80%	Medium
Elderly	0-30%	High
	31-50%	High
	51-80%	Medium
All Other	0-30%	High
	31-50%	High
	51-80%	Medium
Owner		
Owner Occupied	0-30%	High
	31-50%	High
	51-80%	Medium
Homebuyer	0-30%	Medium
	31-50%	High
	51-80%	High
Special Populations	0-80%	High

**Exhibit III-2.
Community
Development Needs,
Priorities for FY2003**

Source:
Indiana Department of Commerce.

Priority Community Development Needs	Need Level
Public Facility Needs	
Neighborhood Facilities	Medium
Parks and/or Recreation Facilities	Medium
Health Facilities	Medium
Parking Facilities	Low
Solid Waste Disposal Improvements	Medium
Asbestos Removal	Medium
Non-Residential Historic Preservation	Low
Other	Medium
Infrastructure	
Water/Sewer Improvements	High
Street Improvements	Medium
Sidewalks	High
Sewer Improvements	High
Flood Drain Improvements	High
Other Infrastructure Needs	Medium
Public Service Needs	
Handicapped Services	High
Transportation Services	Medium
Substance Abuse Services	Low
Employment Training	High
Health Services	Medium
Other Public Service Needs	Medium
Anti-Crime Programs	
Crime Awareness	Low
Other Anti-Crime Programs	Low
Youth Programs	
Youth Centers	Medium
Child Care Centers	Medium
Youth Services	Low
Child Care Services	Low
Other Youth Programs	Medium
Senior Programs	
Senior Centers	High
Senior Services	Medium
Other Senior Programs	Medium
Economic Development	
Rehab of Publicly or Privately-Owned Commercial/Industrial	Medium
CI Infrastructure Development	High
Other Commercial/Industrial Improvements	Medium
Micro-Enterprise Assistance	Low
ED Technical Assistance	High
Other Economic Development	Medium
Planning	
Planning	High

In addition, the State developed a proposed allocation plan for all of the HUD awards; this allocation is presented and compared with the actual allocation in Section II.

Use of HOME and CDBG Funds to Meet Identified Needs

The State's housing and community development needs as determined for FY2003 are summarized above. These needs are largely addressed by CDBG and HOME funding, the allocation of which is discussed in this section.

CDBG funding is the largest part of the State's annual HUD funding, making up about 74 percent of the \$56.3 million received from HUD in program year 2003. HOME funds (\$12 million) are the second largest source of housing and community development funding at about 21 percent of the total. Clearly, these funding sources play a very important role in meeting the State's priority needs.

CDBG allocation. The Indiana Department of Commerce (IDOC) administers the Community Development Block Grant program. In 2003 IDOC gave \$5 million in CDBG funding to the Indiana Housing Finance Authority (IHFA) for housing activities. IHFA designates this funding source as the Housing Development Fund, or HDF.¹

The remainder of CDBG funding is allocated to a variety of housing and community development activities. Exhibit III-3 shows the allocation of 2003 program year CDBG funds among activities (including the housing activities designation), in descending order of total investment. This data matches the IDIS Report C04PR23.

¹ For the Purpose of this CAPER, HDF is the equivalent of CDBG.

Exhibit III-3.
Allocation of CDBG Program Funds, FY2003

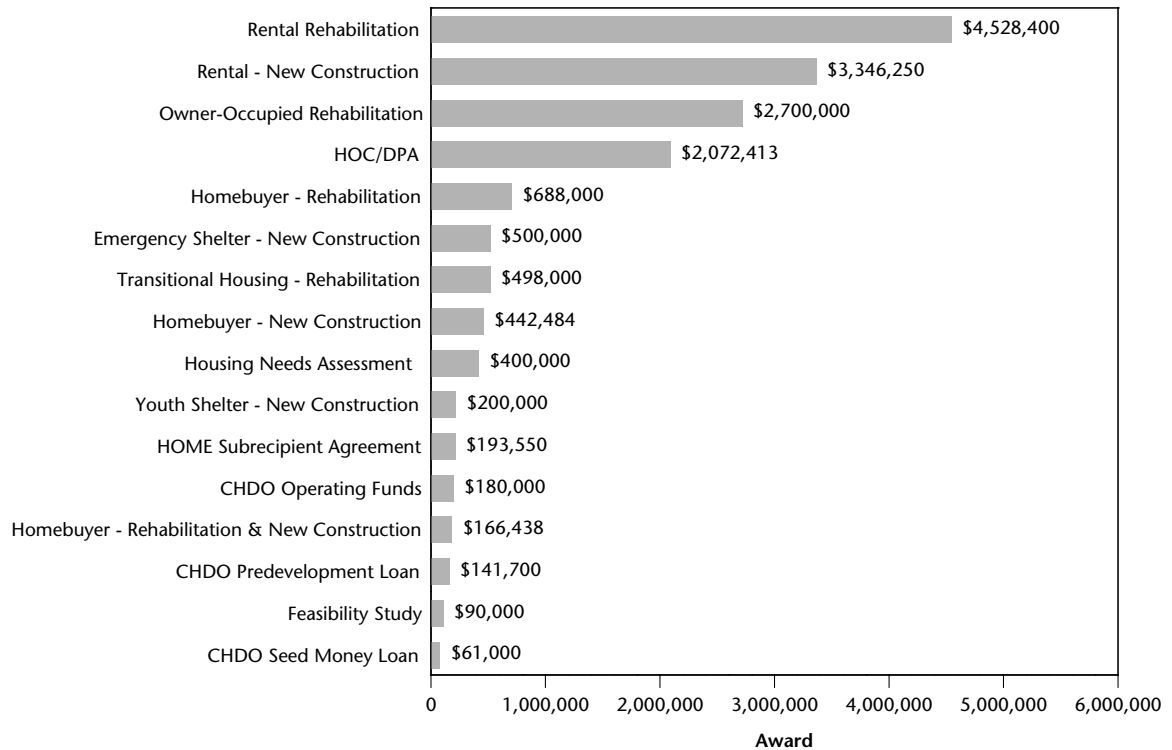
Activity	
Water & Sewer Improvements	\$9,451,911
General Public Facilities Improvements	\$8,444,130
Single and Multi Unit Rehabilitation	\$4,205,209
Solid Waste Disposal Facilities	\$3,886,253
Fire Stations/Equipment	\$3,345,145
Planning Grants/Grant Administration	\$3,014,184
Direct Financial Assistance to For-Profits	\$2,296,531
Senior Centers	\$1,840,197
Neighborhood/Park and Recreational Facilities	\$1,282,195
Flood/Drainage Facilities	\$1,265,269
Property Acquisition/Clean Up	\$555,914
Facilities for Persons with Special Needs	\$503,373
Battered and Abused Spouses	\$366,500
Street and Sidewalk Improvements	\$333,579
Senior Services	\$317,540
Health Facilities	\$251,462
Housing Construction	\$170,789
Child Care Centers/Facilities for Children	\$77,314
Public Services General	\$70,250
Technical Assistance	<u>\$60,668</u>
Total	\$41,738,413

Source: Indiana Department of Commerce.

HOME allocation. IHFA administers funding from the HOME Investment Partnerships Program and the HDF, which is allocated from IDOC.

Exhibit III-4 shows the allocation of 2003 program year HOME and HDF funds among activities, in descending order of total investment.

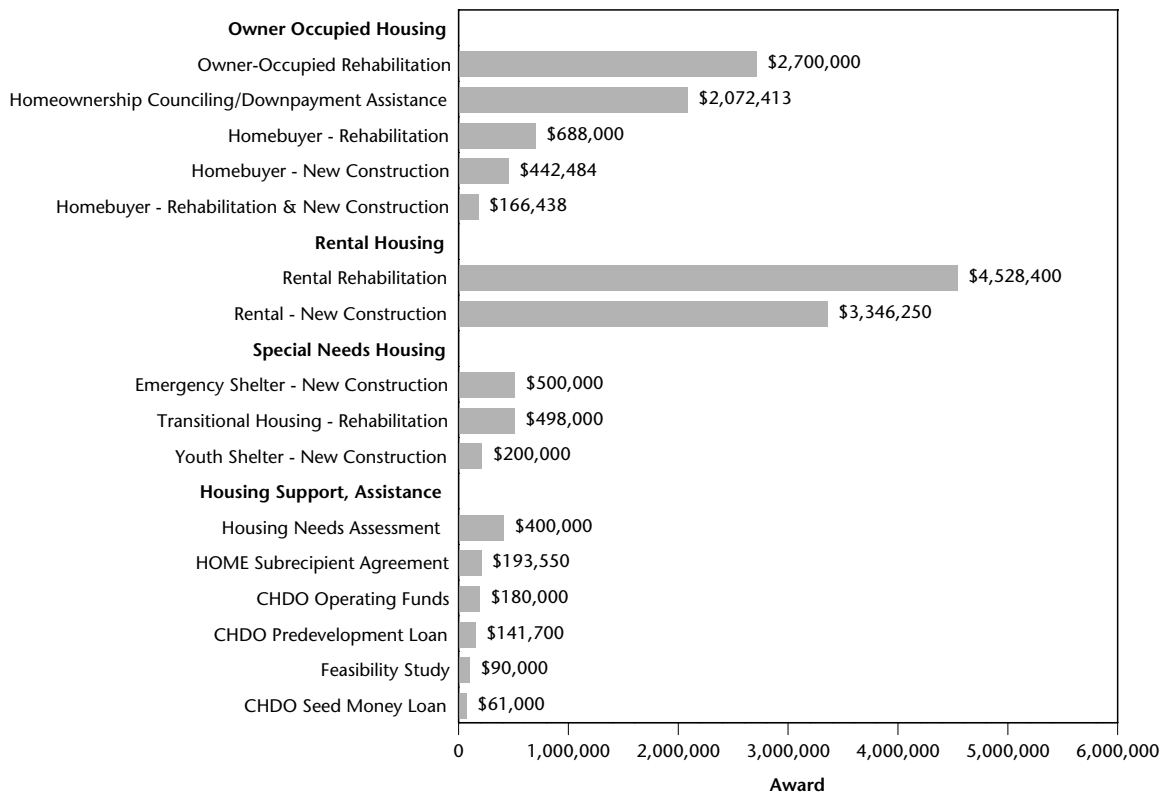
Exhibit III-4.
Allocation of HOME and HDF Funds, FY2003



Source: Indiana Housing Finance Authority.

Exhibit III-5 on the following page separates the HOME and HDF allocations for FY2003 by the type of housing funded.

Exhibit III-5.
Allocation of HOME and HDF Funds, By Housing Type, FY2003



Source: Indiana Housing Finance Authority and BBC Research & Consulting.

The allocations of both CDBG and HOME funds are consistent with the priority needs developed by the State. In addition, the funding allocations address the top needs identified in the FY2003 Consolidated Planning process. Specifically:

- The State spent almost \$7.9 million towards expanding and preserving rental opportunities through new construction of affordable rental units and rehabilitation of affordable rental units;
- Approximately \$6 million in HOME and CDBG funding was used to enhance and preserve affordable owner stock through owner occupied/homebuyer rehabilitation, homebuyer new construction, and homeownership counseling and downpayment assistance;
- In addition, to ensure that small cities and rural areas can maintain the public services required for livable communities, approximately \$31 million of CDBG dollars was allocated to the development and improvement of public facilities, including water and sewer systems; and
- Almost \$1.2 million was allocated to housing to assist special needs populations (transitional housing, emergency shelter, and youth shelters).

The schedules at the end of this section list the CDBG housing and HOME awards awarded and closed during program year 2003. Detailed information on other CDBG awards is included in the IDIS reports.

Program beneficiaries. Detailed reports showing how CDBG housing funds and HOME dollars were allocated among race, income levels and special needs are attached to this section.

Race/ethnicity and special needs. For each program year, IHFA compares the race, ethnicity and special needs of the proposed beneficiaries listed on award applications with those of actual persons served.

Exhibit III-6 below and Exhibit III-7 on the following page show the comparison of applicants and beneficiaries of HOME and HDF program funds for FY2003, by race/ethnicity and special need.

Exhibit III-6.
HDF Applicants vs. Beneficiaries, FY2003

	Applicants		Beneficiaries		Variance in Percent
	Number of Persons	Percent of Total	Number of Persons	Percent of Total	
Race/Ethnicity					
White	1,172	91.2%	725	96.5%	5.3%
African-American	58	4.5%	17	2.3%	-2.2%
Hispanic/Latino	42	3.3%	4	0.5%	-2.7%
Asian/Native Hawaiian/Other Pacific Islander	0	0.0%	0	0.0%	0.0%
Native American	2	0.2%	1	0.1%	0.0%
Multi-Racial	11	0.9%	4	0.5%	-0.3%
Special Needs					
Disabled	148	11.5%	127	16.9%	5.4%
Elderly	233	18.1%	184	24.5%	6.4%
Low-/Moderate-Income	1,277	99.4%	751	100.0%	0.6%
Female Headed Households	379	29.5%	177	23.6%	-5.9%
Total Persons	1,285		751		

Note: Excludes planning awards.

Source: Indiana Housing Finance Authority.

Exhibit III-7.
HOME Applicants vs. Beneficiaries, FY2003

	Applicants		Beneficiaries		Variance in Percent
	Number of Persons	Percent of Total	Number of Persons	Percent of Total	
Race/Ethnicity					
White	3,040	74.6%	1,088	88.3%	13.7%
African-American	758	18.6%	74	6.0%	-12.6%
Hispanic/Latino	200	4.9%	18	1.5%	-3.4%
Asian/Native Hawaiian/Other Pacific Islander	4	0.1%	4	0.3%	0.2%
Native American/Alaskan	9	0.2%	1	0.1%	-0.1%
Multi-Racial	66	1.6%	47	3.8%	2.2%
Special Needs					
Disabled	208	5.1%	101	8.2%	3.1%
Elderly (62 years and over)	205	5.0%	82	6.7%	1.6%
Low-/Moderate-Income	4,023	98.7%	1,232	100.0%	1.3%
Female Headed Households	2,813	69.0%	542	44.0%	-25.0%
Total Households	4,077		1,232		

Note: Excludes planning awards.

Source: Indiana Housing Finance Authority.

As shown above, the racial distribution of beneficiaries for the HDF awards was similar to the distribution of applicants. The HDF awards benefited more white households and slightly fewer African American and Hispanic/Latino households than the award applications represented. For special needs households, female-headed households were slightly underrepresented as HDF beneficiaries and disabled and elderly populations were over represented.

The racial distribution of beneficiaries for the HOME awards varied more from the distribution of applicants. HOME benefited more white households and less African American and slightly less Hispanic/Latino households than the award applications represented. For special needs households, female headed households were underrepresented as HOME beneficiaries.

The schedules attached to this section show the comparison between the award applicants and the award beneficiaries in greater detail.

Income levels. A total of 5,881 persons were assisted and 2,497 units were created by CDBG housing, HOME, and First Home program dollars in FY2003. Nine percent of those assisted had extremely low-incomes, 35 percent had very low-incomes, 22 percent had low-incomes, and 35 percent had moderate-incomes. The schedules attached at the end of this section show income levels assisted by tenure for the CDBG housing, HOME, and First Home programs.

Geographic distribution. Exhibits III-8, III-9 and III-10 show the geographic distribution of HOME , HDF and CDBG funds for program year 2003.

**Exhibit III-8.
HOME Allocation by
County, FY2003**

Note:

Includes pending and open loan status.

Source:

Indiana Housing Finance Authority.

County	Total	County	Total
Blackford	\$440,000	Madison	\$300,000
Clay	\$526,750	Marshall	\$75,000
Clinton	\$30,000	Martin	\$475,000
Daviess	\$237,500	Monroe	\$196,438
Dearborn	\$630,000	Montgomery	\$25,200
Delaware	\$328,667	Ohio	\$40,000
Elkhart	\$1,105,250	Orange	\$30,000
Floyd	\$446,250	Porter	\$558,230
Fulton	\$460,000	Posey	\$320,000
Grant	\$294,000	Putnam	\$507,400
Greene	\$400,000	Ripley	\$1,325,000
Harrison	\$510,000	Scott	\$400,000
Huntington	\$169,000	St. Joseph	\$300,000
Jefferson	\$30,000	Sullivan	\$400,000
Jennings	\$300,000		
Knox	\$700,000	Statewide	<u>\$193,550</u>
Kosciusko	\$180,000		
Lawrence	\$30,000	Total	\$11,963,235

**Exhibit III-9.
HDF Allocation by
County, FY2003**

Note:

Includes pending and open loan status.

Source:

Indiana Housing Finance Authority.

County	Total	County	Total
Blackford	\$30,000	Jay	\$330,000
Boone	\$30,000	Madison	\$570,000
Carroll	\$20,000	Montgomery	\$30,000
Clay	\$30,000	Noble	\$100,000
Daviess	\$60,000	Posey	\$30,000
Dearborn	\$385,000	Sullivan	\$300,000
Elkhart	\$30,000	Union	\$30,000
Fayette	\$30,000	Washington	\$200,000
Greene	\$620,000	Wayne	\$900,000
Hamilton	\$300,000	White	<u>\$20,000</u>
Harrison	\$200,000		
		Total	\$4,245,000

Exhibit III-10.
CDBG Allocation by City and County, FY2003

County/City	County	Award Amount	County/City	County	Award Amount	County/City	County	Award Amount
Geneva	Adams	\$24,000	Jonesboro	Grant	\$50,000	Cannelton, City of	Perry	\$355,465
Bartholomew	Bartholomew	\$45,000	Marion, City of	Grant	\$325,541	Pike County	Pike	\$150,000
Ambia, Town of	Benton	\$132,882	Corydon	Harrison	\$49,700	Valparaiso	Porter	\$50,000
Otterbein, Town of	Benton	\$490,000	Amo, Town of	Hendricks	\$402,191	Cynthiana, Town of	Posey	\$418,000
Blackford	Blackford	\$48,430	Lizton, Town of	Hendricks	\$442,000	Posey	Posey	\$35,000
Hartford City, City of	Blackford	\$480,000	North Salem, Town of	Hendricks	\$442,500	Posey	Posey	\$43,000
Montpelier, City of	Blackford	\$400,000	Stiliesville	Hendricks	\$42,570	Posey County	Posey	\$35,000
Nashville	Brown	\$36,000	Knightstown	Henry	\$43,920	Winamac	Pulaski	\$45,000
Burlington, Town of	Carroll	\$491,745	Shirley	Henry	\$29,700	Winamac, Town of	Pulaski	\$475,000
Carroll	Carroll	\$38,000	Straughn, Town of	Henry	\$150,000	Greencastle, City of	Putnam	\$400,000
Carroll County	Carroll	\$500,000	Howard County	Howard	\$150,000	Putnam County	Putnam	\$490,000
Delphi, City of	Carroll	\$150,000	Russiaville, Town of	Howard	\$480,000	Farmland, Town of	Randolph	\$480,000
Yeoman	Carroll	\$24,250	Andrews	Huntington	\$30,000	Holton, Town of	Ripley	\$480,000
Cass County	Cass	\$378,161	Huntington	Huntington	\$49,500	Rush County	Rush	\$436,952
Walton, Town of	Cass	\$485,000	Brownstown	Jackson	\$47,250	Austin, Town of	Scott	\$294,925
Clark County	Clark	\$490,000	Seymour, City of	Jackson	\$500,000	Scott County	Scott	\$252,840
Clinton County	Clinton	\$455,000	Jasper County	Jasper	\$375,000	Scottsburg	Scott	\$30,000
Colfax	Clinton	\$39,600	Salamonia	Jay	\$20,000	Shelby County	Shelby	\$480,000
Mulberry, Town of	Clinton	\$490,000	Hanover, Town of	Jefferson	\$500,000	Spencer County	Spencer	\$500,000
Leavenworth, Town of	Crawford	\$227,000	Decker, Town of	Knox	\$500,000	Knox	Starke	\$30,000
Marengo	Crawford	\$36,000	Wheatland	Knox	\$28,950	North Judson, Town of	Starke	\$477,000
Daviess	Daviess	\$15,000	Claypool	Kosiusko	\$29,700	Steuben County	Steuben	\$385,000
Montgomery	Daviess	\$35,000	Kingsford Heights, Town of	LaPorte	\$475,000	Dugger, Town of	Sullivan	\$400,000
Washington, City of	Daviess	\$155,127	Bedford, City of	Lawrence	\$500,000	Vevay, Town of	Switzerland	\$450,000
Moore's Hill, Town of	Dearborn	\$450,000	Oolitic, Town of	Lawrence	\$421,383	Clarks Hill, Town of	Tippecanoe	\$495,000
Millhouses, Town of	Decatur	\$300,000	Chesterfield	Madison	\$30,000	Tippecanoe County	Tippecanoe	\$400,000
Waterloo, Town of	DeKalb	\$300,000	Madison County	Madison	\$400,000	Liberty	Union	\$30,000
Albany, Town of	Delaware	\$485,000	Martin	Martin	\$50,000	Vanderburgh County	Vanderburgh	\$135,000
Delaware County	Delaware	\$500,000	Stinesville	Monroe	\$45,000	Dana	Vermillion	\$34,470
Middlebury, Town of	Elkhart	\$469,425	Stinesville	Monroe	\$42,000	LaGro, Town of	Wabash	\$480,000
Wakarusa, Town of	Elkhart	\$450,000	Linden	Montgomery	\$39,600	Roann	Wabash	\$49,400
Hillsboro	Fountain	\$20,250	New Richmond	Montgomery	\$28,800	Tennyson, Town of	Warrick	\$500,000
Veerdersburg	Fountain	\$39,600	Morgan	Morgan	\$25,000	Cambellsburg	Washington	\$40,500
Akron, Town of	Fulton	\$150,000	Kentland, Town of	Newton	\$457,000	Salem, City of	Washington	\$500,000
Fulton County	Fulton	\$150,000	Orleans	Orange	\$30,000	Washington County	Washington	\$235,400
Fort Branch, Town of	Gibson	\$440,000	Paoli, Town of	Orange	\$500,000	Hagerstown	Wayne	\$18,720
Princeton, City of	Gibson	\$467,000	Owen	Owen	\$15,300	Richmond	Wayne	\$45,000
Fowlerton, Town of	Grant	\$500,000	Owen County	Owen	\$475,000	Markle, Town of	Wells	\$450,000
Grant County	Grant	\$142,000	Marshall, Town of	Parke	\$458,100	Total		\$29,816,847

Source: Indiana Department of Commerce.

Affordable Housing Activities

This section describes more specifically how the State allocated its resources to affordable housing activities to assist low-income renters and owners.

Foster and maintain affordable housing. The overall goal of all of the projects and activities IHFA funds with HOME and CDBG awards is to foster and maintain affordable housing. These projects and activities are discussed throughout this CAPER. In addition, through its representation on various committees – the Interagency Council on the Homeless and the Consolidated Plan Committee, for example – IHFA works to create policies to foster and maintain affordable housing. Additionally, IHFA was a Participating Administrative Entity (PAE) for HUD’s Mark-to-Market program.

During 2003, IHFA managed a total of 8 assets assigned by Office of Multifamily Housing Assistance Restructuring (OMHAR). Eleven assets were completed or closed which includes over 1,200 units. The properties included in the Market-to-Market program are shown in the following exhibit.

Exhibit III-11.
PAE Activities

Property Name	Location	# of Units	Assignment Date
Active Assets - Accepted in Prior years			
1 Crossings II	Evansville	80	9/23/2002
2 East Central Towers	Fort Wayne	168	5/5/2000
Active Assets - Accepted 7/1/03-6/30/04			
1 Crossings I	Evansville	120	6/21/2004
2 Gary NSA III	Gary	222	11/6/2003
3 Gary NSA V	Gary	119	6/18/2004
4 Laurel Woods	South Bend	100	10/21/2003
5 Swiss Meadows	Berne	68	5/25/2004
6 Woodland East III	Michigan City	40	10/21/2003
Completions - 7/1/03-6/30/04			
1 Bremen Village	Bremen	48	4/7/2003
2 Capri Meadows II	Bluffton	100	2/3/2003
3 Country Apts.	Brownstown	56	3/28/2002
4 Fairington of Clarksville	Clarksville	200	10/21/2003
5 Gary Manor	Gary	198	12/12/2001
6 Gary NSA I & II	Gary	249	12/12/2001
7 Jamestown Square of Vincennes	Vincennes	120	3/5/2003
8 Meadows Apts.	North Liberty	50	6/29/2001
9 Oaks III	Anderson	72	11/20/2003
10 Rosewood	Gary	72	1/13/2002
11 Woodland East II	Michigan City	48	7/31/2001
Prior Year Completions			
1 Blue Ridge Terrace	Shelbyville	96	11/17/1999
2 Camelot Court	Linton	36	6/1/2000
3 Cass Plaza/Logansport Elderly	Logansport	82	6/1/2000
4 Country Woods Apts.	Versailles	56	3/9/2001
5 Edsall House	Ft. Wayne	203	9/20/1999
6 Elwood Arms	Elwood	50	1/24/2000
7 Grandview Manor South	Salem	24	3/23/2000
8 Harborside Housing	East Chicago	255	1/17/2001
9 Lakeside Apts.	Mishawaka	48	9/19/2001
10 Lawrenceburg Village	Lawrenceburg	75	2/17/2000
11 Meadowood Apts.	Jasper	72	12/9/1999
12 Miami Hills Apts.	South Bend	151	8/23/1999
13 Presidential Estates	Madison	300	9/20/1999
14 Princeton Creek	Evansville	100	6/4/2001
15 Retired Tigers	Warsaw	82	3/6/2000
16 Rushville Commons	Rushville	48	8/23/1999
17 Willow Glen	New Castle	51	8/21/2001
36 Total Assets	Total Units	3,859	

Source: Indiana Housing Finance Authority.

IHFA has continued to process assets and work with OMHAR to meet the objectives of restructuring multifamily properties and maintain affordable housing for the State of Indiana.

In addition to serving as a PAE, IHFA is a Section 8 Contract Administrator. IHFA, in partnership with the Quadel Consulting Corporation, is in its third year of contract administration under the Section 8 program. There are approximately 412 contracts, which includes 27,832 units, currently being administered by Indiana Quadel (INQ), the Indiana based for-profit subsidiary of Quadel Consulting. There have been few problems, and relationships with owners and property managers have been successful in meeting or exceeding HUD's expectations and requirements of performance based contract administrators.

Eliminate barriers to affordable housing. For low-income households, there can be numerous barriers to finding affordable housing. Barriers to homeownership include a lack of resources for a downpayment, earnings that are too low to support a conventional mortgage payment and lack of education about homeownership, particularly financing. Barriers to finding safe and decent affordable rental housing include low earnings, need for housing near transit, need for larger units and need for other special accommodations.

In FY2003, IHFA allocated HOME and CDBG funding to activities and projects that eliminated barriers to affordable housing by:

- Increasing the supply of affordable multi and single family housing through new construction;
- Lowering the cost of rehabilitation of owner occupied housing to maintain its affordability;
- Educating and counseling potential homeowners about the requirements of homeownership; and
- Assisting providers and developers of affordable housing through awards for needs assessments and feasibility studies.

These projects and activities are described below.

First Home program. IHFA's First Home program provides below market interest rate mortgages and downpayment assistance to first time low- and moderate-income homebuyers. There are several programs under the First Home umbrella:

- First Home One Down – Qualified first-time homebuyers can obtain mortgages with an investment as little as one percent through conventional mortgage financing.
- First Home 100 – Homebuyers in rural areas have access to this program that is combined with Rural Development's Direct Loan program to provide reduced mortgage interest rates.
- HomeChoice – Offers affordable homeownership opportunities for people with disabilities or families who have a person with a disability living with them. The mortgage loans offer downpayment assistance as low as \$500; greater flexibility in qualifying and underwriting standards; and acceptance of nontraditional credit payment and closing cost assistance.

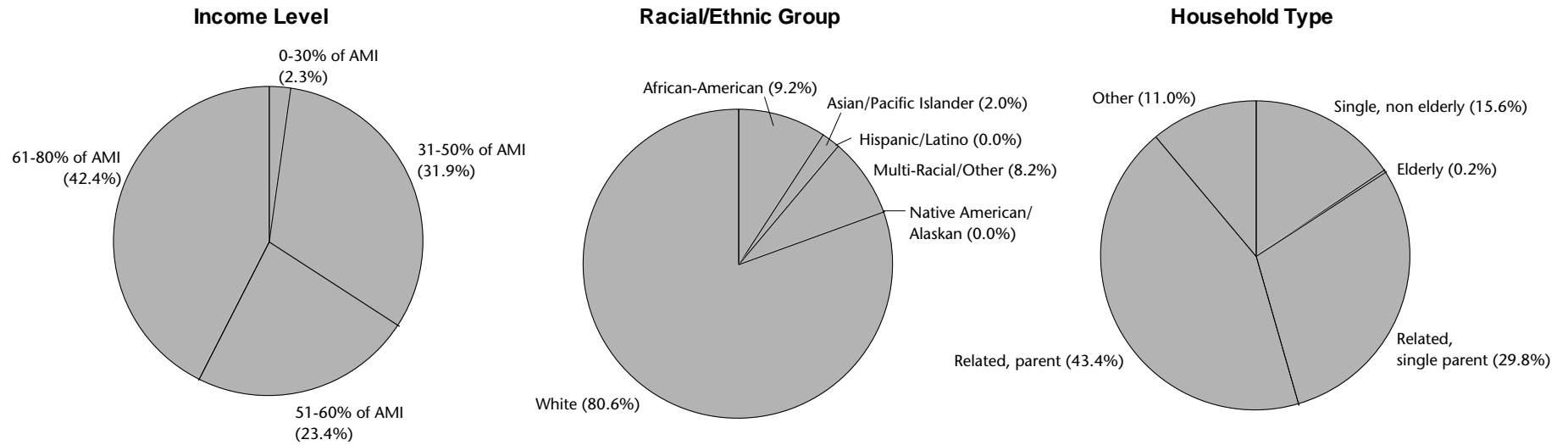
- First Home Community – Teachers, Fire Fighters, Law Enforcement, State and Municipal workers are enabled to purchase a home with as little as one percent of the purchase price, or \$500, whichever is less, of their own funds.
- First Home Opportunity – A program similar to First Home Community, with slightly different underwriting criteria, and is available to everyone who does not qualify for the employment categories of First Home Community.
- Mortgage Credit Certificates – Offers first-time homebuyers a Federal tax credit. The tax credit ranges between 20 and 35 percent of the interest paid on a mortgage each year, depending on the mortgage loan amount. The maximum credit per year is \$2,000.

The First Home program addresses the two greatest barriers to achieving affordable homeownership: finding funds for a downpayment and being able to afford a monthly mortgage payment.

The First Home program is funded through a combination of HOME funds, tax-exempt bond proceeds, private awards and rural development awards. During program year 2003, a total of 3,897 loans were made through the First Home program.

Exhibit III-12 on the following page shows the income levels, race/ethnicities, and household characteristics of households assisted through the First Home Program during program year 2003.

Exhibit III-12.
First Home Program Beneficiaries, FY2003



Source: Indiana Housing Finance Authority.

In 2003 Fannie Mae began allowing their My Community Mortgage product to be used by IHFA. This option replaced the First Home Community and First Home Opportunity programs that IHFA began offering in 2002. The programs are still the same with different credit underwriting guidelines. The My Community Mortgage product provides a below market interest rate and assistance with downpayments.

Awards for rental construction and rehabilitation. During program year 2003, IHFA dedicated almost \$8.6 million in new rental construction and rehabilitation through HOME funds, CDBG funds and Rental Housing Tax Credits (RHTCs). These funds will be used by housing development organizations to produce an estimated 300 units of affordable rental and transitional housing. These awards are listed by the recipient in Exhibit III-13 on the following page.

Exhibit III-13.**Rental New Construction and Rehabilitation, HOME, CDBG, and RHTC funding, FY2003**

Grantee	Activity	Units Created (est.)	County	Award Amount
Ashbury Pointe, L.P.	Rental - New Construction	8	Madison	\$300,000
Community Mental Health Center, Inc.	Rental - New Construction	8	Dearborn	\$300,000
Crown Point Villas	Rental - New Construction	11	Blackford	\$440,000
Fulton County Housing Authority	Rental - New Construction	11	Fulton	\$460,000
Guerin, Inc.	Rental - New Construction	11	Floyd	\$446,250
Knox County Rural Housing Finance Corporation	Rental - New Construction	16	Knox	\$700,000
Ohio Valley Opportunities Inc	Rental - New Construction	10	Scott	\$400,000
Young Women's Christian Assoc. of St. Joseph County	Rental - New Construction	9	St. Joseph	\$300,000
Aurora	Rental Rehabilitation	8	Dearborn	\$355,000
Blue River Services, Inc.	Rental Rehabilitation	11	Harrison	\$450,000
Clay City Senior Citizens Housing, Inc.	Rental Rehabilitation	33	Clay	\$526,750
Elkhart Housing Partnership, Inc.	Rental Rehabilitation	10	Elkhart	\$329,750
Lynco, Inc.	Rental Rehabilitation	10	Greene	\$400,000
Opportunity Housing, Inc. of Putnam County	Rental Rehabilitation	11	Putnam	\$507,400
Plainville Housing Corporation	Rental Rehabilitation	18	Daviess	\$237,500
Shelburn Senior Citizen Housing, Inc.	Rental Rehabilitation	18	Sullivan	\$400,000
Shoals Senior Housing Inc	Rental Rehabilitation	32	Martin	\$475,000
Tyson Manor	Rental Rehabilitation	35	Ripley	\$527,000
Wadesville Homes, Inc.	Rental Rehabilitation	8	Posey	\$320,000
Heart House, Inc.	Transitional Housing - Rehabilitation	12	Ripley	\$498,000
Harrison County	Youth Shelter - New Construction	10	Harrison	\$200,000
Total		300		\$8,572,650

Source: Indiana Housing Finance Authority.

Rental Housing Tax Credits. IHFA also combines HOME funds and RHTCs to support construction of affordable rental units. Exhibit III-14 lists the rental housing developments using RHTCs only (these developments are also included Exhibit III-13).

**Exhibit III-14.
Rental Housing Tax Credit Projects, FY2003**

County	Grantee	Activity	Units Created (Estimate)	Award Amount
Dearborn	Community Mental Health Center, Inc.	Rental - New Construction	8	\$300,000
Madison	Ashbury Pointe, L.P.	Rental - New Construction	8	\$300,000
St. Joseph	Young Women's Christian Assoc. of St. Joseph County	Rental - New Construction	9	<u>\$300,000</u>
Total			25	\$900,000

Source: Indiana Housing Finance Authority.

Homeownership counseling/downpayment assistance. During program year 2003, IHFA used HOME funding to provide awards to ten organizations that provide homeownership counseling and downpayment assistance. These organizations provide a variety of services related to achieving homeownership – from education about mortgage loans and personal credit to downpayment assistance for low-income households. Approximately \$2.1 million in funds were allocated to this purpose, which is expected to benefit an estimated 993 individuals and 351 housing units. The organizations receiving funding are shown in Exhibit III-15.

**Exhibit III-15.
Homeownership Counseling and Downpayment Assistance, FY2003**

Grantee	County	Anticipated Units	Anticipated Individuals Assisted	Award Amount
Combined Community Services	Kosciusko	30	90	\$150,000
Elkhart Housing Partnership, Inc.	Elkhart	20	20	\$100,000
Habitat for Humanity of Grant County, Inc.	Grant	8	18	\$64,000
Housing Opportunities, Inc.	Porter	28	70	\$110,900
Housing Opportunities, Inc.	Porter	18	30	\$79,846
Ohio Valley Opportunities Inc	Jennings	48	156	\$300,000
Pathfinder Services Inc	Huntington	28	78	\$169,000
Rural Opportunities Housing Corporation of Indiana	Delaware	40	138	\$298,667
Southeastern IN Community Preservation And Development	Ripley	48	96	\$300,000
The Affordable Housing Corporation of Marion, Indiana	Grant	35	105	\$200,000
The Board of Commissioners of the County of Dearborn	Dearborn	48	192	<u>\$300,000</u>
Total		351	993	\$2,072,413

Source: Indiana Housing Finance Authority.

Homeownership education. One of the barriers to achieving homeownership is a lack of understanding about the financial requirements of purchasing a home and the resources available to assist certain populations with homeownership. IHFA is actively involved in a number of activities to better educate the public about homeownership requirements and opportunities, which are described in detail below.

During 2003, the Southern Indiana Rural Development Project, Inc. (SIRDP), was awarded a subrecipient award of \$12,550 to reprint the homeownership curriculum, *Live the Dream... Own a Home*®. SIRDP is an organization that serves 34 Southern Indiana counties and seeks to improve the economies of rural Southern Indiana. SIRDP's mission is to develop and implement strategic approaches for long-term economic growth and development of the region.

In October 1997, IHFA and Cinergy/PSI provided funding to SIRDP to create *Live the Dream... Own a Home*®, a homeownership education program. Since that time the homeownership curriculum has been used throughout the State in 408 classes for 5,746 Hoosiers.

IHFA is proposing a pilot program for comprehensive homeownership education and counseling that would be available to low - and moderate - income Hoosiers throughout the State of Indiana. IHFA accepted comments through September 30, 2004 on the proposed guidelines for the pilot program to ensure the program is responsive to the housing need of potential homebuyers and applicant organizations. The proposed pilot program guidelines is available at IHFA's website (<http://www.in.gov/ihfa/comdev/newsfaqs/newsfaqs.htm>).

The program goals for the homeownership counseling and education program include:

- Increase homeownership opportunities for underserved populations;
- Provide counseling for buyers going through the programs via IHFA's Single Family Department;
- Have a statewide impact with a program that would have consistency in every county; and
- Reduce the mortgage default and foreclosure rate in Indiana.

IHFA is also looking into exploring the feasibility of providing a post purchase counseling piece for those persons who have previously received HOME downpayment assistance.

Individual Development Accounts. IDOC funds a program that can provide up to \$900 in matching funds for Indiana residents saving for homeownership (among other eligible activities). The Individual Development Account (IDA) program, which was started in 1997 and reauthorized in 2001, will continue serving low-income eligible households in the State. This program is discussed in greater detail in the Community Development section below.

CHDO awards. IHFA also provides funding to Certified Housing Development Organizations (CHDOs) for new construction and rehabilitation for homebuyers. As of 2003, there were 52 certified CHDOs in the State. These organizations received approximately \$5 million during FY2003 to fund rental new construction and rehabilitation projects. (Funds that were allocated to support CHDO operations are discussed in the Activities in Support of Affordable Housing and Community Development section of this chapter).

Predevelopment activities. IHFA understands that the most successful housing programs are those that grow out of careful planning and assessment of the needs of a particular community. For this reason, IHFA provides funds to finance planning activities related to the development of affordable housing. During program year 2003, IHFA provided funding for the following activities related to the development of affordable housing:

- *Predevelopment loans* – During the 2003 program year, IHFA provided almost \$142,000 in predevelopment loans to CHDOs. CHDOs play a significant role in providing affordable housing to the State’s citizens with the greatest needs.
- *Seed money loans* – Seed money loans can be used to pay for architectural and engineering plans, loan reservation fees, and/or building permit fees. In FY2003 IHFA provided almost \$61,000 in seed money loans to four CHDOs to support such activities.
- *Feasibility studies* – IHFA provided \$90,000 in funding to local units of government for feasibility studies of particular sites or development plans.
- *Housing needs assessments* – The purpose of these broad studies is to provide information about affordable housing needs and develop an action plan to address the identified needs. In FY2003, IHFA provided just under \$400,000 to local governments for housing needs assessments.

Address worst case needs. The term “worst case needs” is used to characterize those households whose housing needs are very serious. These households are usually renters, have extremely - to very low-incomes (i.e., less than 30 and 50 percent of the area median, respectively), pay more than half of their monthly income in rent and utilities, live in substandard housing and may reside in markets that make moving to better conditions prohibitive. Individuals with “worst case needs” are also likely to be members of special needs populations. These households are often the target of housing programs and require a higher investment of resources because of their needs. The following activities assisted such households during the FY2003 program year.

Special needs preferences. Due to lower incomes and the need for supportive services, special needs groups are more likely than the general population to encounter difficulty paying for adequate housing and often require enhanced community services. Special needs populations are also more likely than the general population to be underserved by the private market because their housing can be more costly to develop (e.g., units may need to be wheelchair accessible, residents may require on-site services) and information about the housing demand of special populations and their housing preferences is often not readily available. As such, housing subsidies are very important to ensure affordable, quality housing for special needs populations.

Recognizing this need, IHFA continues to give additional scoring points on award applications to developments that agree to target and give housing preferences to 10 percent or more of the units for any combination of the following list of special needs populations:

- Persons who are homeless or living in transitional housing;
- Persons with disabilities;
- Persons with mental impairment;
- Single parent households; and
- Elderly.

In 2003 IHFA individualized the scores of the sections that include transitional, permanent supportive and rental units; homebuyers; and owner-occupied rehabilitation units. There were no preference points given to emergency shelter, youth shelter and migrant /seasonal farm worker units or voluntary acquisition/demolition units.

IHFA also gives added points to projects with accessibility features and design of the structure(s) in the development that go above and beyond the requirements of the Fair Housing Act of 1968 as Amended and Section 504 of the Rehabilitation Act of 1973 at no additional cost to the tenant.

Additionally, IHFA gives points to those entities that are willing to give preference to or target individuals with physical or mental disabilities. IDOC encourages the use of CDBG funds for infrastructure assistance in affordable housing developments targeting special needs populations.

Finally, the State agencies represented on the Consolidated Plan Coordinating Committee have and will continue to provide technical assistance to nonprofit organizations to develop housing and support services for special needs groups, by using internal staff resources and funding external technical assistance programs.

Special needs policy development. In 2000, a member of IHFA joined the State's Mental Illness Advisory Committee (MIAC). MIAC acts in an advisory capacity to the Division of Mental Health and the Mental Health Advisory Council on matters related to individuals with a serious mental illness. The committee is committed to assisting a vulnerable population to meet their needs and develop their potential without being unnecessarily isolated or excluded from the community. Members of MIAC are from a wide variety of arenas including housing, law enforcement, health care and social services. Additionally, a few of the members are consumer advocates whose children have various mental disabilities.

Selected initiatives and accomplishments of the MIAC during FY 2003 are as follows:

- MIAC approved a 1915(c) Home and Community-based Medical pilot waiver to serve children who are eligible for state hospital admission with community-based care if that care is less than cost for one year of hospitalization.
- The System of Care technical assistance center, in its second year coaching, provided mentoring and training services to assist new, developing and existing systems in their growth. The State funded Systems of Care is not available in 50 percent of the state.

- Indiana was selected to participate in the Child Welfare Policy Academy to develop the Early Identification and Intervention Initiative.
- The DMHA Office of Consumer and Family Affairs offered advocacy training for all/any family groups or individuals. The Indiana Federation of Families provides onsite consultation to any group of parents/caregivers expressing an interest in forming a support network.
- DMHA adopted the President's New Freedom Commission Recommendations as a vision.
- DMHA established three major priority areas - Children, Employment and Outcomes.
- Continued implementation of Evidence Based Practices including Assertive Community Treatment, Integrated Dual Diagnosis Treatment, Illness Management and Recovery and Supported Employment.
- DMHA took steps to redesign the reassessment of person in treatment to provide a more meaningful outcome based measure.

In addition, during program year 2003, IHFA awarded a subrecipient award to the Indiana Governor's Planning Council for People with Disabilities and the Indiana University Institute on Disability and Community to encourage and promote affordable housing opportunities and home modification resources for people with disabilities. During program year 2003, the Institute was engaged in the following activities:

- Dissemination of nine publications on affordable and accessible housing is occurring on an ongoing basis to targeted audiences at State and local events and as requested by both organizations and individuals. These materials were written and produced as a result from a previous HOME subrecipient award. Publications are distributed in a complete set or as a single booklet based on a particular interest of the reader. The materials were also available on the Indiana Institute on Disability and Community Center on Community Living & Careers website.
- The regional workshops titled, *A Place to Call Home, Home Modifications: Fixn' to Stay*, were fully completed by April 2004. The workshops were offered in South Bend, Indianapolis, Terre Haute, Muncie and Seymour. These are locations where independent living centers are housed and other advocates are available to assist individuals. The workshop highlighted Indiana's resources and practices that make affordable, accessible and integrated housing for people with disabilities and seniors.
- A second workshop titled, *A Place to Call Home: Strategies for Affordable and Accessible Housing*, is scheduled to take place in September in Richmond, Indiana. Distance learning events will be held in September 2004 in locations that are distinctive from sites for the direct regional trainings in order to reach a broader audience.

- Worked to involve persons with disabilities in the State Consolidated Planning Process so that they may express their views on how their needs can be better served by the Federal programs covered by the Consolidated Plan. This will be done through the dissemination of fact sheets and affordable housing booklets, a number of presentations at state and local conferences, and mailing notices about the Consolidated Plan's public forums and public hearings through the GPCPD *Council News* via email.
- Announced and distributed a GPCPD Request for Proposal, due on June 18, 2004, to identify the new technical assistance site via a GPCPD notice and a mailing. Independent Living Centers and other consumer led organizations will indicate interest in participating in this housing initiative by completing a brief application. One Independent Living Center or other local/regional disability-related organizations will be selected to receive technical assistance by July 1, 2004.
 - Independent Living Center of Eastern Indiana was selected to receive technical assistance given the need for fundamental housing information within the organization, the linkage with other consumer/family organizations and the broad base of potential other disability related consumer organizations that may participate in a focused regional effort on affordable and accessible housing.

Housing for large families. Large families are often overlooked in housing policy, and affordable units with more than three bedrooms are very difficult to find in most areas. There are a number of market factors associated with this problem. The development of affordable housing units (even small ones) can require large subsidies. To keep unit costs affordable, developers often build smaller units in dense developments, which fail to serve the needs of large families.

One of IHFA's goals has been to encourage the development of affordable housing for large families. In 2000, IHFA created a separate subsidy category for larger units. Three or more bedroom units now have a maximum subsidy of \$50,000. IHFA's intent of the larger unit subsidy is to provide additional support for development of these units that accommodate large families in need. IHFA also assists large families through its First Home program, which provides below market interest rate loans and downpayment assistance to first time low- and moderate-income homebuyers.

Reduce lead-based paint hazards. Exposure to lead-based paint represents one of the most significant environmental threats from a housing perspective. It is estimated that about 67 percent of the State's housing stock, or 1.8 million housing units, were constructed before 1978 and as such may have some lead-based paint. About 567,000 units, or 21 percent of the housing stock, were built before 1940 and, as such, are likely to have lead-based paint.

Lead-based paint activities. During 2003, the State undertook a number of activities to educate recipients about the risks associated with lead-based paint.

IHFA sponsored the annual Lead-Safe Indiana Conference in June 2003. The annual conference provides another educational opportunity for individuals and organizations interested in preventing lead-poisoning to learn more about the risks of lead-based paint and how to minimize them. This year's Indiana Lead-Safe and Healthy Homes Conference will be held in Indianapolis on November 9 and 10, 2004.

IHFA also sits on the Elimination Plan Advisory Committee (EPAC) formed by the Indiana State Department of Health (ISDH). The committee was formed October 2003 and is charged with eliminating Lead poisoning in children by 2010, as required by the Centers for Disease Control and Prevention (CDC). The plan was due in June 2004.

EPAC met eight times between October 2003 and June 2004. A draft plan was submitted to the CDC in March 2004 and currently final edits are being made to the document. The plan established measurable goals to be achieved by July 1, 2011 and 113 activities to be completed before July 1, 2007. With respect to housing, the goals to be achieved by July 1, 2011 include:

- Dwellings and child-occupied facilities that have poisoned a child will not poison another child. Ninety-five percent of these facilities will be made lead-safe.
- Ninety percent of rental units built before 1940 will be identified and tested for lead.
- Eighty percent of rental units built before 1940 and identified to have lead hazards will be made lead-safe.
- Sixty percent of housing units built before 1960 will be identified and tested for lead.
- Eighty percent of housing units built before 1960 and identified with lead hazards will be made lead-safe.

The CDC looks favorable on the report and EPAC will continue to meet to oversee the implementation of the Lead Elimination Plan.

The Indiana Affordable Housing Conference was held in October 2003 in Indianapolis. It was attended by approximately 700 persons, which included realtors, lenders, bankers, not-for-profits, community action agencies, public housing authorities, developers, syndicators, local units of government, federal agencies (HUD, Rural Development, FHLB), manufactured housing association, housing counseling agencies, attorneys, regional planning commissioners, area agency on aging, State agencies (health, civil rights, IDEM, DNR), and community development organizations. This conference included sessions on lead-based paint hazards and safety.

Facilitate PHA participation. The State has continued to communicate to Public Housing Authorities (PHAs) throughout the State about the opportunities to become involved in the Consolidated Planning process. The Consolidated Plan Coordinating Committee distributes copies of executive summaries of each year's annual plan to all PHAs in the State. PHAs also receive notices of all opportunities for public participation in the Consolidated Planning process. PHAs have assisted the State with determining housing and community development needs by distributing citizen surveys to clients and participating in regional forums.

The most recent State Consolidated Plan Update (2003) included housing market and demographic indicators for non-entitlement areas in the state, which were created to provide housing and demographic information to PHAs in non-entitlements areas. These indicators include information such as number of cost-burdened households, composition of housing units, supply of affordable units, and area demographics including information about special needs populations.

The 2004 State Consolidated Plan Update also included a survey of PHAs in non-entitlement areas in the State to better understand the demand for rental assistance.

Community Development Activities

The State's CDBG funds are used to support a variety of housing and community development activities. Exhibit III-3, shows 2003 allocations of CDBG funds to housing and community development activities. The programs are described below.

Community Focus Fund. Community Focus Fund (CFF) awards are awarded to assist Indiana communities with local infrastructure improvements, public facilities development, commercial rehabilitation and downtown revitalization projects, and related community development projects. Award applications are given points for the project's ability to serve low- and moderate-income persons and mitigate community distress, as well as the financial impact and local need for the project.

During 2003, the CFF funded the following improvements in Indiana's small cities and rural areas:

- Water and sewer improvements – \$9.5 million;
- General public facilities improvements – \$8.4 million;
- Fire stations and equipment – \$3.3 million;
- Flood and drainage facilities – \$1.3 million;
- Neighborhood/Park and Recreation Facilities – \$1.3 million;
- Street and sidewalk improvements – \$334,000;
- Solid waste facilities – \$3.9 million;
- Senior centers – \$1.8 million;
- Health facilities – \$251,000;
- Facilities for persons with disabilities – \$503,000; and
- Child Care Centers/Facilities for Children – \$77,000.

Community Economic Development Fund. The Community Economic Development Fund (CEDF) provides funding for economic development activities. Eligible activities include:

- Construction of infrastructure (public and private) in support of economic development projects;
- Loans or awards for the purchase of manufacturing equipment, real property or structures, rehabilitation of facilities, purchase and installation of pollution control equipment, mitigation of environmental problems via capital asset purchases; and
- Awards to applicants for job-training costs for low- and moderate-income persons as a limited clientele activity.

Projects are evaluated on the following criteria:

- Importance of the project to Indiana's economic development goals;
- Number and quality of new jobs to be created;
- Economic needs of the affected community;
- Economic feasibility of the project and the financial need of the affected firm, and the availability of private resources; and
- The level of private sector investment in the project.

Technical assistance. Indiana annually sets aside one percent of its allocation for technical assistance activities. The Technical Assistance program is designed to provide, through direct IDOC staff resources or by contract, training and technical assistance to units of local government, nonprofit and for-profit entities relative to community and economic development initiatives, activities and associated project management requirements. In 2003, \$60,668 of CDBG funding was allocated to technical assistance related to economic development activities.

Planning awards. In 2003, \$1.8 million of CDBG award monies funded planning awards and feasibility studies. Planning awards are available to units of local government to carry out project-specific planning activities that assist the community in meeting its community development needs. The types of planning awards to which funding was allocated ranged from water and sewer infrastructure improvement assessments to plans for special needs facilities to downtown revitalization studies.

Housing activities. IDOC annually allocates up to \$5 million of CDBG funding to IHFA for housing activities including rehabilitation of owner occupied and rental units, transitional housing, and emergency shelters and planning activities. During program year 2003, \$4.4 million was allocated to IHFA for housing activities (these funds are included in the housing activities reported in this chapter).

Economic development activities. CDBG funds were used to support a number of economic development activities during program year 2003, including job training and workforce development, supplemental savings accounts (used for education and housing downpayments), and neighborhood revitalization activities. Almost \$2.4 million was allocated to technical assistance and financial assistance to nonprofits for economic development work. In addition, IDOC created two new programs in 2000 that were implemented in 2001 and continued in 2002 and 2003: a brownfields initiative and a basic skills training program. With the current downturn in the national economy, there have been more inquiries of the CDBG economic development programs and the brownfield program. Approximately \$556,000 was allocated to property improvement activities during program year 2003.

CEDF program activities. The Indiana Department of Commerce's FY2003 method of distribution for CDBG funds included an allocation of \$8.4 million to the IDOC's CEDF. The goal and emphasis of such funding is the creation of employment opportunities for low- and moderate-income persons. Such eligible activities include awards to units of local government for providing assistance for public infrastructure improvements and job training activities related to specific local development projects. To date, the IDOC has used the CEDF funding to provide infrastructure improvements to new and expanding industries that are creating new employment opportunities for low- and moderate-income persons statewide.

The CEDF Program has a sub-program entitled the Industrial Development Infrastructure Program (IDIP). IDOC gives priority for CEDF-IDIP funding to construction of off-site and on-site infrastructure projects in support of low and moderate-income employment opportunities.

Infrastructure improvements. In addition, the IDOC has \$4 million appropriated each year of the current biennium (\$8 million total) for infrastructure improvements in support of economic development activities that do not meet the requirements for CDBG funds; this program administered by the IDOC is entitled the Industrial Development Grant Fund (IDGF).

Basic skills training. In response to the need for quality jobs for low-income workers expressed in the 2001 Consolidated Plan regional forums, IDOC began allocating funds in 2001 to new and basic skills training programs. The Governor of Indiana has also made training one of his top priorities for his second term in office. The new training program (a Skills 2016 program – www.in.gov/doc/skills2016) is targeted at those needing basic skills (including ESL).

The program regulations include the following:

- Trainees must be Indiana residents;
- Eligible applicants are units of local governments in nonentitlement cities;
- Training must benefit low- and moderate-income workers; and
- Funds will be directed toward training unskilled and semi-skilled persons to acquire skills necessary to enhance their advancement opportunities and incomes.

During program year 2003, 1,040 jobs were created with 556 of these jobs going to low and moderate income individuals.

Individual Development Accounts. In 1997, the State enacted legislation that provided State funding for Individual Development Accounts (IDAs) for eligible low-income recipients. IDAs provide resources for both housing and community development. The purpose of IDAs is to supplement individual savings accounts used for the following activities:

- Expenses for post-secondary education at an Indiana institution of higher education;
- Expenses for accredited vocational training intended to lead to employment;
- Expenses for the purchase of a primary residence; and
- Withdrawals for the purpose of starting a business or purchasing an existing business.

The activities must be undertaken by the IDA holder or their dependent.

IDOC matches eligible IDA-holders on a \$3 to \$1 basis for individual deposits into IDAs. There is a \$900 per year maximum for State IDA matching, which leverages at least \$300 of personal funds saved by the IDA holder. Only earned income (as defined by Federal and State tax codes) can be matched by State funds. IDOC is authorized to award up to 800 IDAs per year.

During the first five years of the program, IDOC allocated 3,200 accounts to Community Development Corporations (CDCs) throughout Indiana. CDCs award IDAs to eligible individuals and support their successful use.

The IDA program has already made a real difference in the lives Hoosiers:

- During the 2003-2004 budget year the Indiana Department of Commerce (IDOC) has awarded 218 new IDA state accounts and 222 tax credit accounts. IDOC will also continue to fund the 1,600 existing IDA accounts currently allocated to organizations.
- In 2002, of the 300 participants who made withdrawals, 16 percent utilized their IDA funds for business capitalization, 3 percent for employment training programs, 25 percent for home purchases and 48 percent for post secondary education expenses.
- In 2001, of the 234 participants who made withdrawals, 21 percent utilized their IDA funds for business capitalization, 20 percent for home purchases and 38 percent for post secondary education expenses.
- In 2001, a single-mother of two sons used her IDA savings of \$4,200 to help pay the closing costs and down payment on her own home. She plans to use the remaining two years of her savings to pay down the principal on her new home.
- A mother of three children, used her IDA account to help pay for her B.S. in Organizational Management at Oakland City University. Over a two-year period she used \$4,200 of her IDA savings to finance her education. She told the Bedford Urban Enterprise Association, “My son will be attending college in four years and I plan on using my IDA account to help pay for his college education. I know education is the key to success...”

Since the beginning of the program, IDOC has received applications from CDCs for 7,342 state-matched IDAs though only 1,771 are currently available. The IDOC has 44 partner CDCs and 46 partner financial institutions in the IDA program. These CDCs have enrolled over 1,600 active participants, who have opened saving accounts at these financial institutions.

Neighborhood revitalization. In addition to the neighborhood and downtown revitalization activities (both actual revitalization projects and planning projects), the State utilizes its Neighborhood Assistance Program (NAP) income tax-credit resources to fund various neighborhood revitalization and housing activities. This is a statewide program administered by IDOC that awards state income tax credits to various eligible community-based nonprofits for projects that benefit low- and moderate-income households. The NAP awards \$2.5 million annually to not-for-profit organizations. In FY2003 the IDOC awarded 74 organizations tax credits that in turn leveraged \$5,000,000 for neighborhood-based programs.

During 2003 IHFA worked on developing a program to make resources available for strategic planning and the redevelopment of vacant lots in blighted neighborhoods. The pilot program, Improving Neighborhoods Through Revitalization (INTR) is being initiated.

To fund the project IHFA proposed to utilize \$1.24 million in ADFA (recouped funds), \$3.0 million in HOME Investment Partnerships Program (HOME), and \$2.0 million in Indiana Low-Income Housing Trust Fund Resources. The funds will be used to complete strategic plans and to construct new single family homes.

During the development of the proposed INTR program IHFA obtained feedback and suggestions by several different sources. These included:

- Letters were sent to mayors throughout the state to spark interest and to get initial comments on the program concept.
- Public input meetings that were held in Plymouth, Scottsburg and Indianapolis discussed the program concept and collected feedback from mayors or their designated representatives. IHFA received verbal and written comments on the information that was presented at the public meetings.
- Letters requesting comments on the proposed program were sent to mayors and town council presidents throughout the state. Both the Request for Proposals (RFP) for planning and the RFP for redevelopment loans were posted on the IHFA website for their review and comment.

Planning study proposals were due July 7, 2004. IHFA received 16 proposals requesting \$316,550 in funds. Based on evaluations IHFA recommended funding 11 of the requests for a total of \$210,550 at the August 2004 Board meeting.

Housing activities. Since 1991, IDOC has contracted with IHFA to administer CDBG funds allocated to housing activities. The program has been funded up to \$5 million annually from the State's CDBG allocation. Activities administered by IHFA are discussed throughout the CAPER and include the following:

- Rehabilitation of owner occupied units and rental housing for low- and moderate-income persons;
- Rehabilitation or new construction of emergency shelters and youth shelters; and
- Planning activities, such as housing needs assessments and site specific feasibility studies.

During FY2003, 64 percent of the CDBG housing program funds were allocated to owner occupied rehabilitation; 17 percent was used to fund new construction of emergency and youth shelters; 11 percent was used for housing needs assessment and feasibility studies; and 8 percent was allocated to rental rehabilitation projects.

Other community development activities. During 2001 and 2002, IDOC underwent a strategic planning process, reviewing various economic and demographic data, assessing Indiana's competitive position relative to other states and regions, and considering countless organizational options in order to arrive at the creation of a "new" Department of Commerce. This year-long process has included the following activities and tasks:

- Economic and demographic profile;
- Competitive assessment;
- Regional input;
- Best practices – statewide delivery systems;
- Best practices – program areas; and
- Regionalism.

Seven divisional areas have been reduced to two Program Operations and Professional Services. In October 2002, IDOC set up 12 regional offices located throughout the State to provide one-stop services for economic and community development. The offices service anywhere from four to eleven counties with three employees in each office. The employees will serve as the first point of contact for the citizens of Indiana. Typically each office has one economic development specialist, one community development specialist and one administrative support staff. Although the initial feedback has been positive, the process is still in its infancy.

National objectives. Programs funded with CDBG dollars must meet one of the following national objectives:

- Benefit low- and moderate-income persons;
- Prevent or eliminate slums or blight; and
- Meet other community development needs having a particular urgency because existing conditions pose a serious or immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

As documented below, the State did not have any failures in fulfilling these national objectives during program year 2003. The State's Consolidated Plan certifies that no less than 70 percent of the aggregate funding for those years will accrue to the benefit of low- and moderate-income persons in keeping with Section 104(b) of 1992 Housing and Community Development Act (HCDA).

Community development programs. This report demonstrates that Indiana's programs are directed principally toward benefiting low- and moderate-income persons. By definition, direct beneficiaries must make application for assistance to units of local government and must be income-eligible in order to participate in award programs such as housing rehabilitation. One hundred percent of such beneficiaries should be of low- and moderate-income.

For projects which propose an area of indirect benefit, such as certain public facilities projects, indirect beneficiaries were determined at the time of funding and were required to meet the 51 percent low- and moderate-income threshold in order to be considered for funding. Under the CFF Program, projects with beneficiaries exceeding the 51 percent threshold, are given a competitive advantage in the scoring process (i.e., the higher the low- and moderate-income percentage, the higher the score). Benefit percentages are verified using HUD census data or by local certified income surveys which meet HUD-promulgated standards. Emphasis upon exceeding the 51 percent threshold in order to gain a competitive advantage in the project rating/scoring process has resulted in the State substantially exceeding a ratio of 51 percent benefit to low- and moderate-income persons.

Indiana's award programs that focus on economic development and job creation/retention also require compliance with the 51 percent benefit threshold to low- and moderate-income persons. The State's applicable programs require that a minimum of 51 percent of the jobs to be created or retained be held/made available to persons of low- and moderate-income. The income characteristics of those persons actually hired, or those who will be retained, must be verified individually (and documented) or be maintained by an agency certified under the federal Workforce Improvement Act (WIA). Projects that propose to create or retain jobs must describe the process for determining the actual number of jobs taken by, or made available to, persons of low- and moderate-income in the application process. The State also requires a binding job-creation agreement between the recipient (unit of local government) and the industry to be assisted which stipulates that a minimum of 51 percent of the jobs to be created/retained will be held by, or made available to, persons of low- and moderate-income.

Staff project monitors of the IDOC's Grants Management Office require documented substantiation of such job creation or retention by local recipients to preclude a disallowance of award expenditures. The Grants Management Office also requires semi-annual reports on all awards that include reporting attainment levels respective to beneficiaries of project funding.

These collective strategies have resulted in an average of well over 90 percent of the State's CDBG projects being directed toward benefiting persons of low- and moderate-income, as evidenced by the low- and moderate-income performance by fiscal year reported in this report.

In summary, CDBG Program and all other programs have met both the statutory requirement and the State's own certification respective to benefiting persons of low- and moderate-income in its various federally funded award programs.

Housing programs. IHFA requires set-up reports and closeout reports from CDBG recipients to document attainment levels respective to beneficiaries of project funding. In program year 2003, 100 percent of the State's CDBG housing program beneficiaries are persons of low- and moderate-income. Therefore, the CDBG housing program administered by IHFA is in full compliance with the State of Indiana certification that no less than 60 percent of the aggregate funding for fiscal years 1988, 1989, and 1990 will accrue to the benefit of low- and moderate-income persons, and no less than 70 percent of CDBG expenditures for awards made since November 1990 will benefit persons of low- and moderate-income.

Actions taken to avoid displacement. As a general policy, IHFA requires all recipients to take all reasonable steps to minimize displacement as a result of CDBG or HOME assisted housing programs. IHFA encourages applicants to:

- Consider during development feasibility whether or not displacement will occur;
- Ensure, whenever possible that residential occupants of buildings to be rehabilitated are offered an opportunity to return;
- Plan rehabilitation projects to include "staging" if it would minimize displacement; and
- Follow notification and advisory service procedures carefully to ensure that families do not leave because they are not informed about plans for the project or their rights.

IHFA discusses URA and Section 104(d) requirements during group start-up training sessions for all new recipients and during one-on-one technical assistance sessions. IHFA compliance staff monitor recipient documentation of URA compliance during on-site interim and final monitorings.

Program Income

Included with this years report is a listing of one hundred forty-nine (149) projects approved by the Department of Commerce (DOC) for projects which use locally retained CDBG program income generated by recaptured funds from DOC's former CDBG-funded Investment Incentive Program (IIP). The Grants Management office has developed a separate contractual and financial tracking system for these local projects which use/expend CDBG program income. A number of these projects use CDBG program income to provide matching funds for approved community Focus Fund or Industrial Development Infrastructure Program projects awarded by DOC in lieu of local governmental revenues and/or private funding. As you are aware, the Department of Commerce (DOC) has a policy of requiring local matching funds (private and/or local governmental revenues) for its CDBG-funded projects although such is not required by the Housing and Community Development Act, as amended (except for the two-percent for CDBG state administrative costs). DOC's Grants Management Office has expended considerable time and personnel resources toward developing and implementing management systems, which can control, track and report use of such locally retained CDBG program income. We believe that the present system meets the intent of HUD requirements and, having allocated in excess of \$18 million of program income to approved projects to date, we believe we will eventually fully expend all locally-retained program income (except for a few DOC-approved locally-administered revolving loan funds capitalized with local program income) on projects which meet Title I and national objectives of the Housing and Community Development Act, as amended.

Exhibit III-16 on the following pages contains the program income report and list the projects using program income.

Exhibit III-16.
CDBG Project Log, Program Income

Program Income Report				
	Grantee	Project Number	Amount	Activity
1	Garrett	PI-91-001	\$40,000	Zanxx, Inc.
2	Bluffton	PI-91-002	\$74,550	Crown Unlimited
3	Bloomfield	PI-91-003	\$60,000	Mectra Labs
4	Batesville	PI-91-004	\$214,000	Romweber
5	Auburn	PI-91-005	\$136,945	Cooper, Ind.
6	Rushville	PI-91-006	\$104,000	Ameitich
7	Jasonville	PI-91-007	\$93,000	Don Hose Hex
8	Bloomfield	PI-91-008	\$65,000	Mectra Labs
9	Frankfort	PI-91-009	\$270,000	Vecksmetal
10	Hamilton	PI-91-010	\$20,000	Infrastructure
11	Huntingburg	PI-91-011	\$228,500	Area Basis
12	Orland	PI-91-012	\$235,000	Madison Wire
13	Madison	PI-91-013	\$210,500	Grote Mfg.
14	Columbus	PI-91-014	\$57,250	Enkel
15	Columbus	PI-91-015	\$105,000	CED
16	Portland	PI-91-016	\$22,986	Match (CF-89-211)
17	Columbus	PI-91-017	\$141,900	HPI
18	Campbellsburg	PI-91-018	\$50,000	Helsel
19	Greenwood	PI-91-019	\$100,000	Alpine
20	Campbellsburg	PI-91-020	\$51,500	Match (CF-89-206)
21	Columbus	PI-91-021	\$50,000	Diamet
22	Campbellsburg	PI-91-022	\$15,718	Match (CF-89-105)
23	Vincennes	PI-91-023	\$31,500	Match (ID-89-033)
24	Valparaiso	PI-91-024	\$105,000	Petro-Boom
25	Batesville	PI-91-025	\$356,225	IDL's
26	Richmond	PI-91-026	\$73,500	Bldg. Demolition
27	Shelbyville	PI-91-027	\$75,000	Match (ID-89-027)
28	Sellersburg	PI-91-028	\$132,983	SerVend, Inc.
29	Albany	PI-91-029	\$17,117	Match (CF-90-304)
30	Columbus	PI-91-030	\$2,513	Instant Products
31	Valparaiso	PI-91-031	\$15,290	Match (ID-89-036)
32	Columbus	PI-91-032	\$25,000	Net Forge
33	Beech Grove	PI-91-033	\$45,296	Match (CF-91-234)
34	Batesville	PI-91-034	\$494,750	Memorial Bldg.
35	Hamilton	PI-91-035	\$22,053	Match (ID-98-030)
36	Monticello	PI-91-036	\$82,233	Match (CF91-119)
37	Wabash	PI-92-001	\$22,899	Match (ID-86-045)
38	Rensselaer	PI-92-002	\$176,052	Infrastructure
39	Garrett	PI-92-003	\$51,744	Match (ID89-034)
40	Madison	PI-92-004	\$113,500	Mach (CF-91-228)
41	Bourbon	PI-92-005	\$56,000	Match for HDF
42	Greencastle	PI-92-006	\$22,928	Match for HDF
43	Madison	PI-92-007	\$78,000	Madison Precision
44	Madison	PI-92-008	\$310,500	Arvin Sango
45	Huntingburg	PI-92-009	\$25,000	Match (HD-102-005)
46	Walkerton	PI-92-010	\$34,000	Match (CF-90-322)
47	Dekalb Co.	PI-92-011	\$350,000	Match CF-89-124)
48	Salem	PI-92-012	\$150,395	Match CF-90-110)
49	Knox	PI-92-014	\$24,530	Stelrea Corp.
50	Richmond	PI-92-015	\$45,000	Holland Cole

Source: Indiana Department of Commerce.

Exhibit III-16.
CDBG Project Log, Program Income, Continued

Program Income Report				
	Grantee	Project Number	Amount	Activity
51	Scottsburg	PI-92-016	\$300,000	Fire Station
52	Elkhart County	PI-92-107	\$8,900	Planning
53	New Pekin	PI-92-018	\$23,375	Match (CF-89-219)
54	Elwood	PI-92-019	\$20,000	Training Grant
55	Alexandria	PI-92-020	\$56,524	Sewer Line
56	Batesville	PI-92-021	\$110,000	Match CF-89-305
57	Auburn	PI-92-022	\$244,175	IDL #172
58	Rushville	PI-92-023	\$44,000	Match (CF-90-320)
59	Floyd County	PI-92-024	\$153,500	CSL Enterprises
60	North Vernon	PI-92-024	\$100,000	N.V.Drop Forge
61	North Vernon	PI-92-026	\$130,000	ONSPOT
62	Alexandria	PI-92-027	\$99,999	Match (CF-87-308)
63	Auburn	PI-92-028	\$465,878	CF-92-223
64	Madison	PI-92-029	\$100,000	Downtown Revitalization
65	Goodland	PI-92-030	\$44,299	Useful Products
66	Greenburg	PI-92-031	\$47,000	Valeo Engines
67	Columbus	PI-92-032	\$102,000	Bacoma Int.
68	Wabash	PI-92-033	\$292,100	CMI
69	Madison	PI-92-034	\$35,043	Match (CF-92-320)
70	Laporte	PI-92-035	\$65,640	Match (CF-92-326)
71	Wabash	PI-92-036	\$163,225	Match (CF-92-302)
72	Nappanee	PI-92-037	\$34,000	Match (HD-201-006)
73	French Lick	PI-93-001	\$3,673	Match (CF-93-207)
74	Trafalgar	PI-93-002	\$12,029	Technical Services
75	Hamilton	PI-93-003	\$100,000	Match (CF-92-208)
76	Chesterton	PI-93-004	\$58,463	Match (C8--86-039)
77	Floyd County	PI-93-005	\$71,768	CSL Enterprises
78	Marion	PI-93-006	\$400,000	Downtown Revitalization
79	Elkhart County	PI-93-007	\$11,370	Planning Grant
80	Frankfort	PI-93-008	\$630,000	TriMas Fasteners
81	Angola	PI-93-009	\$65,778	Match (CF-92-103)
82	Vincennes	PI-93-010	\$36,000	Match (CF-93-110)
83	Plymouth	PI-93-011	\$52,830	Match (CF-93-122)
84	Batesville	PI-93-012	\$320,000	Heartwood Mfg.
85	Nappanee	PI-93-013	\$30,344	Match (CF-93-158)
86	Greenwood	PI-94-001	\$210,000	Slum & Blight
87	Dunkirk	PI-94-002	\$76,500	ADA Requirements
88	Decatur	PI-94-003	\$184,164	Die Tech
89	St. Joseph County	PI-94-004	\$161,686	Housing/Road
90	Elkhart County	PI-95-001	\$28,403	Housing Project
91	North Manchester	PI-95-002	\$160,326	Daycare Center Rehab
92	Parker City	PI-95-003	\$54,282	Sewer System Improvements
93	Dunkirk	PI-96-001	\$139,475	Fire Truck
94	Madison	PI-96-002	\$129,212	Drainage Project
95	Parker City	PI-97-001	\$34,438	Planning
96	Columbus	PI-97-002	\$106,249	Drainage Project
97	Kendallville	PI-97-003	\$38,500	Senior Center
98	Pulaski County	PI-97-004	\$160,000	Sewer Expansion
99	Markle	PI-97-005	\$93,000	Sewer Facilities

Source: Indiana Department of Commerce.

Exhibit III-16.
CDBG Project Log, Program Income, Continued

Program Income Report				
	Grantee	Project Number	Amount	Activity
100	Richmond	PI-98-001	\$385,000	gap/equipment (Mid-Continent Paper Converters, Inc.)
101	Kendallville	PI-98-002	\$169,490	ADA
102	Marion	PI-98-003	\$900,000	Slum/Blight
103	Batesville	PI-98-004	\$91,000	Job Creation
104	Madison	PI-98-005	\$135,040	Drainage
105	Columbus	PI-98-006	\$38,894	Repairs/Community Center
106	Farmersburg	PI-99-001	\$309,901	Slum/Blight
107	Kendallville	PI-99-002	\$350,000	Economic Development
108	Washington	PI-99-003	\$7,960	Housing Rehabilitation
109	Scottsburg	PI-99-004	\$58,000	Clearinghouse
110	Marion	PI-99-005	\$490,000	Slum/Blight
111	Washington	PI-99-006	\$540,000	Housing
112	Brookston	PI-99-007	\$73,132	Storm Sewer
113	Columbus	PI-99-008	\$80,000	Child Care Center
114	Columbus	PI-99-009	\$10,000	Housing Partnership, Inc
115	Fowler	PI-99-010	\$31,000	Planning
116	Williamsport	PI-99-011	\$31,000	Planning
117	Richmond	PI-99-012	\$260,185	Playground Equipment
118	Richmond	PI-99-013	\$495,205	Fire Truck
119	Richmond	PI-99-014	\$135,000	Skate Park
120	Richmond	PI-99-015	\$300,000	Slum/Blight Project
121	Goodland	PI-99-016	\$50,000	Job Creation
122	Columbus	PI-00-001	\$25,000	Job Training LMI for Employment
123	Columbus	PI-00-002	\$109,102	Slum/Blight
124	Columbus	PI-00-003	\$80,000	Planning
125	Columbus	PI-00-004	\$50,000	Acquisition/Public Services
126	Nappanee	PI-00-005	\$27,000	Planning (LMI)
127	Fowler	PI-00-006	\$215,332	Local match for CF-00-207 (Housing)
128	Washington	PI-00-007	\$276,004	Equipment Purchase (Job Retention)
129	Edinburgh	PI-01-001	\$30,000	Planning (LMI)
130	Goodland	PI-01-002	\$91,222	Local match for Community Center CF-01-127 (Area LMI)
131	Winchester	PI-01-003	\$79,500	Downtown Revitalization (S&B)
132	Vincennes	PL-00-016	\$21,500	Local match for PL-00-016 (LMI)
133	Richmond	PI-02-001	\$96,137	Public Facilities in support of housing (LMI)
134	Elwood	PI-02-002	\$336,287	Local match for sewer project CF-01-226 (LMI)
135	Crawfordsville	PI-02-003	\$48,098	Local Match for ID-01-003, Jobs (LMI)
136	Rushville	PI-02-004	\$184,926	Local Match for CF-01-133
137	Columbus	PI-02-005	\$33,000	Public Services (LMI)
138	Nappanee	PI-02-006	\$19,597	Local Match for CF-02-101(LMI/LC)
139	Clayton	PI-02-007	\$28,755	Local match for sewer project CF-02-208 (LMI)
140	South Whitley	PI-02-008	\$96,575	Local match for downtown revitalization CF-02-234 (LMI)
141	Edinburgh	PI-02-009	\$8,759	Local match for water study PL-02-007 (LMI)
142	French Lick	PI-02-010	\$3,897	Local match for senior center PL-98-056 (LMI)
143	North Manchester	PI-03-001	\$75,870	Historic Preservation to eliminate Slum/Blight Spot
144	Washington	PI-03-002	\$129,373	Local match for removal of arch barriers CF-99-239
145	Marion	PI-04-001	\$111,056	Local match for senior center CF-03-201 (LMI)
146	Madison County	PI-04-002	\$70,000	Local match for Frankton water project (LMI)
147	Hamilton	PI-04-003	\$25,218	Local match for PL-01-066 (LMI)
148	Columbus	PI-04-004	\$170,000	Remove architectural barriers for severely disabled (LC)
149	Union City	PI-04-005	\$52,000	Sewage feasibility study (LMI)
Total			\$18,728,018	

Source: Indiana Department of Commerce.

Administrative Funds

Exhibit III-17 shows the total amount of CDBG administrative costs incurred to date, by fiscal year, for both State and local administration of CDBG-funded projects for which closeout financial settlement has been completed. The exhibit below does not include actual expenditures to date on awards that may still be in an active status and still drawing funds from the U.S. Treasury via the State.

Exhibit III-17.
Administrative Funds, CDBG, FY2003

Administrative Funds				
Grant Number	Amount of Allocation	Cumulative Grant Amount Expended	Total Admin DOC/Grantees	Percent of SFY Outlays
B-85-DC-180001	\$28,663,744.60	\$28,663,744.60	\$2,309,126.81	8.06%
B-86-DC-180001	\$24,679,846.00	\$24,679,846.00	\$1,799,627.11	7.29%
B-87-DC-180001	\$25,201,000.00	\$25,201,000.00	\$953,387.34	3.78%
B-88-DC-180001	\$24,307,000.00	\$24,307,000.00	\$1,335,733.06	5.50%
B-89-DC-180001	\$25,730,876.84	\$25,730,876.84	\$2,098,765.41	8.16%
B-90-DC-180001	\$20,491,848.70	\$20,491,848.70	\$1,159,595.28	5.66%
B-91-DC-180001	\$24,621,671.74	\$24,621,671.74	\$1,390,559.10	5.65%
B-92-DC-180001	\$29,160,254.60	\$29,160,254.60	\$906,741.47	3.11%
B-93-DC-180001	\$33,671,032.40	\$33,670,698.40	\$1,447,549.00	4.30%
B-94-DC-180001	\$37,611,694.51	\$37,611,694.51	\$1,696,456.00	4.51%
B-95-DC-180001	\$38,314,642.20	\$38,314,642.20	\$1,710,035.14	4.46%
B-96-DC-180001	\$37,152,000.00	\$37,124,393.03	\$2,085,028.60	5.62%
B-97-DC-180001	\$36,745,000.00	\$36,736,175.09	\$2,284,312.49	6.22%
B-98-DC-180001	\$34,377,981.23	\$34,362,868.29	\$3,329,971.57	9.69%
B-98-DU-180001	\$6,509,557.00	\$6,509,557.00	\$171,526.00	2.63%
B-99-DC-180001	\$36,484,000.00	\$36,139,313.00	\$2,572,654.00	7.12%
B-00-DC-180001	\$36,609,000.00	\$35,436,256.25	\$2,576,832.84	7.27%
B-01-DC-180001	\$38,130,000.00	\$36,352,687.65	\$1,707,044.21	4.70%
B-02-DC-180001	\$37,879,000.00	\$31,296,031.62	\$542,673.00	1.73%
B-03-DC-180001	\$38,019,000.00	\$6,517,514.13	\$62,000.00	0.95%
B-04-DC-180001	\$36,847,940.00	\$ -	\$ -	0.00%

Source: Indiana Department of Commerce.

Fair Housing Activities

From July 2003 to 2004, the Indiana Civil Rights Commission (ICRC)/Indiana Fair Housing Task Force (Task Force), in which IDOC, IHFA and FSSA participate, reported the following accomplishments:

1. The Indiana Affordable Housing Conference, held in October 2003, was attended by approximately 700 persons, which included realtors, lenders, bankers, not for profits, community action agencies, public housing authorities, developers, syndicators, local units of government, federal agencies (HUD, Rural Development, FHLB), manufactured housing association, housing counseling agencies, attorneys, regional planning commissioners, area agency on aging, State agencies (health, civil rights, IDEM, DNR), and community development organizations.
2. Fair housing summit.

3. Training videos.
4. Public Service Announcements.
5. Media time.
6. Reprint materials in English and Spanish.
7. Rented booth for the ICRC to attend.
8. Awarded ICRC a subrecipient award of \$116,000 in 2003 to continue to implement statewide activities to help alleviate the effects of housing discrimination.

In conjunction with the 2005-2009 State Consolidated Plan, the State will be conducting a new Analysis of Impediments to Fair Housing Choice and developing a Fair Housing Action Plan.

Fair housing ordinance requirements. IDOC requires that before a unit of local government may receive federal CDBG, a local fair housing ordinance must be formally adopted.

It is IHFA policy that during the timeframe of each CDBG and HOME housing award to local units of government, the recipient must complete an action to affirmatively further fair housing. Each recipient is given a copy of the most recent HUD-approved sample fair housing ordinance. IHFA staff encourages recipients to adopt a fair housing ordinance if there is not one in place or update the existing ordinance if it has been in place for some time. IHFA does not, however, mandate the specific fair housing action that the recipients must take.

As part of their semi-annual reports, CDBG and HOME local units of government are required to update IHFA regarding the actions that will be taken during the timeframe of the CDBG or HOME award to affirmatively further fair housing. IHFA compliance staff track the completion of the fair housing activity as part of the interim and/or final award monitoring conducted for each award. IHFA does not process award closeout paperwork until the recipient demonstrates that it has completed an action to affirmatively further fair housing.

For those repeat recipients that have a current fair housing ordinance in place, IHFA staff often encourage educational initiatives to the community as a whole as the action to affirmatively further fair housing. Some recipients choose to distribute brochures, which explain fair housing to their citizens, while others hold fair housing educational sessions for citizens, landlords and/or realtors. IHFA staff often refer recipients to the Indiana Civil Rights Commission (ICRC) when they are working to develop or carry out an educational initiative.

Beginning in July 1993, field monitors from IDOC and IHFA began issuing findings of program deficiency to recipients receiving CDBG funds that could not provide documentation relating to development of a program to further fair housing within their communities. One method of documentation that the State recognizes as compliance with fair housing statutes is the adoption and enforcement of a fair housing ordinance at the local level. Currently, Indiana has received a total of 376 ordinances and/or resolutions. Of these, 246 have been adopted by towns, 69 have been adopted by cities and 61 have been adopted by counties.

Fair housing complaints. IDOC and IHFA immediately respond to all local fair housing complaints received and refer all complaints to the Indiana Civil Rights Commission (ICRC) for investigation.

Fair housing education. Each year, IHFA coordinates a statewide affordable housing conference that is attended by a broad spectrum of participants in the housing industry including developers, contractors, lenders, nonprofit agencies and units of local government. The conference was held in October 2003 and was attended by 700 persons. Two panels were held related to fair housing:

- Eye of the Storm: Neighborhood Opposition or Opportunity
 - How to deal with NIMBY;
 - Proactive addressing the community;
 - Gaining support; and
 - Neighborhood participation.
- The second panel titled, Sunny Skies for All: Fair Housing
 - Defining the Fair Housing Act and violations of the Act;
 - Legal rights of consumers;
 - Results of fair housing violations; and
 - Ways to minimize fair housing violations.

In November 2001 and August 2002, IHFA provided the ICRC a HOME Administrative Subrecipient award to implement statewide activities to help alleviate the effects of housing discrimination in Indiana. The current award for 2003 of \$116,000 will build on and expand these activities to include:

- Conduct trainings that will be determined based on the need of constituents and by coordinating efforts with other organizations so as not to duplicate effort;
- Developing a training video;
- Promote awareness of fair housing issues through media such as newspapers, radio, and/or television;
- Reprint educational materials in English and Spanish;
- Postage costs associated with materials distribution;
- Website development and maintenance; and
- Participation as an exhibitor at conferences and other events to educate the public about issues of housing discrimination.

Other fair housing activities. The State was also involved in a number of additional activities to affirmatively further fair housing, including the following:

- IHFA continues to require all CDBG and HOME recipients to provide an IHFA fair housing educational brochure to each beneficiary of CDBG and HOME assistance throughout the project affordability period. IHFA also requires all award recipients and subrecipients to display the fair housing poster. Additionally, all CDBG and HOME funded rental developments should display the fair housing poster in any common area of the development.
- IHFA has a three-year (2000-2003) HOME subrecipient agreement with the IACED. One component of the program is to provide training and technical assistance to CHDOs, award administrators, local units of government, nonprofits and regional planning commissions on HOME development and compliance issues. At least one training will be offered on fair housing and equal opportunity.
- IHFA provides the First Home brochure in Spanish and plans to have the general brochure in Spanish by the end of 2004.
- IHFA continues to market the Authority's programs during such events as the Indiana Black Expo, local homebuyer fairs, Indiana Association of Cities and Towns of Indiana counties, SIRDOP Fall Symposium, Fair Housing Conference, and various other events held throughout the State.

Activities in Support of Affordable Housing and Community Development

Fill gaps in institutional structure. The 2003 Consolidated Plan discusses the institutions in the State that deliver housing and community development services to citizens. Despite the strengths and effectiveness of these many organizations and due to funding and labor constraints, gaps still exist in this institutional structure. One of the top-level goals of the FY2000 five-year plan is to enhance the local capacity for delivering housing and community development services. This goal was created as a result of needs expressed in the forums and public comment for increasing the resources (financially and technically) of the State's housing and community development organizations. This section discusses how the State worked to enhance local capacity during the 2003 program year.

Training and technical assistance. IHFA provided start-up training for each recipient, subrecipient and/or award administrator during FY2003. One on one technical assistance is also provided and the training is eligible to be paid for through a recipients award.

At the March 2000 Board meeting, IHFA awarded IACED its second three-year training and technical assistance subrecipient agreement of \$475,000, which expired on December 31, 2003. The purpose of this award is to provide training and technical assistance to housing and community development organizations in the State. During the contract period, IACED conducted the following training courses:

- Davis Bacon
- Project Development – Parts I-V
- Environmental Review
- Section 106 Historic Review
- Lead Regulations Implementation
- Risk Assessor Technical Assistance
- Rehabilitation Construction
- Fair Housing
- Building HOME
- Income Qualification – 2 sessions
- On Solid Ground
- Fundamentals of Financial Management
- Essential Components of Real Estate Development

IACED continued to hold trainings under a subrecipient award in 2003. IACED conducted the following trainings:

- Environmental Review & Historic Review;
- Scenario Development Managers Certificate Program;
- Project Development Training; and
- Certificate for Housing Asset Management (CHAM) foundational course.

Certified Housing Development Organizations. IHFA has continued its priority of increasing the capacity of Certified Housing Development Organizations (CHDOs). IHFA considers CHDOs to be an excellent vehicle to develop and implement programs that address the specific housing needs of the communities they serve.

A recurring finding in the State's Consolidated Plan research is the need for general operating funds for housing and community development organizations. The large majority of the awards that these organizations receive are specifically dedicated to project development, and few dollars are available for the administrative and operational activities necessary for such development. IHFA has consistently dedicated funding to CHDOs for the purpose of expanding their capacity and promoting their ability to develop and implement affordable housing. During program year 2003, IHFA awarded \$180,000 in such operational awards. Recipients of these awards are required to implement direct HOME-funded housing activities within 24 months of receiving the award. Exhibit III-18 lists the recipients of these awards in 2003.

Exhibit III-18.
CHDO Operating Awards, FY2003

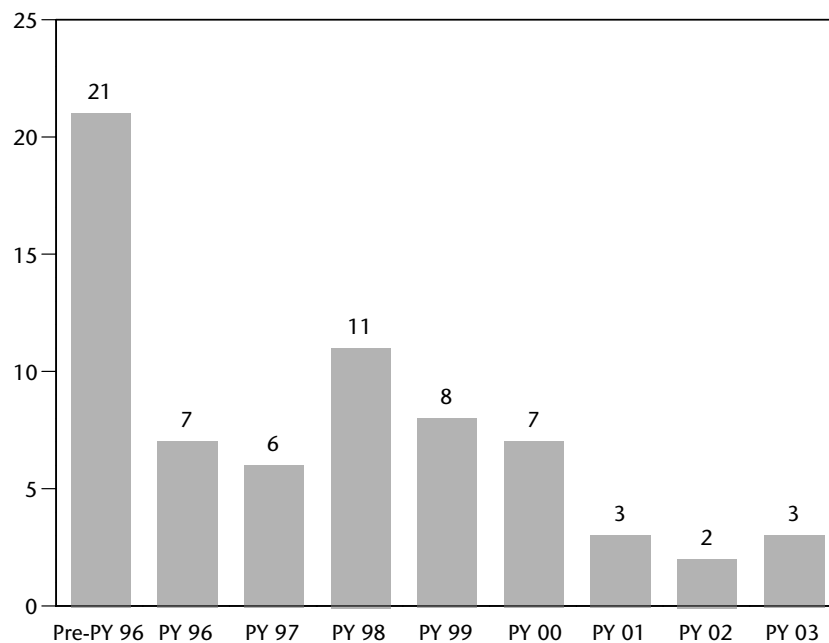
CHDO	Primary County	Award Date	Award Amount
Area 12 Council on Aging & Community Services, Inc.	Dearborn	9/25/2003	\$30,000
Bloomington Restorations, Inc.	Monroe	9/25/2003	\$30,000
Hoosier Uplands Economic Development Corporation	Lawrence	11/20/2003	\$30,000
Neighbors Helping Neighbors of Clinton County, Inc.	Clinton	11/20/2003	\$30,000
Ohio Valley Opportunities Inc	Jefferson	11/20/2003	\$30,000
Rural Opportunities Housing Corporation of Indiana	Delaware	11/20/2003	<u>\$30,000</u>
Total			\$180,000

Source: Indiana Housing Finance Authority.

IHFA also works to increase the number of nonprofits that are certified as CHDOs and eligible for HOME funds. There are currently 52 certified CHDOs and three new CHDOs were certified during 2003. Exhibit III-19 shows the number of CHDOs receiving certification by year.

Exhibit III-19.
CHDOs by Year of Certification

Source:
Indiana Housing Finance Authority.



Allocation analyst. The Development Division of IHFA's Community Development Department has four staff members who are available to assist potential applicants as they work toward creating affordable housing programs. Each of the allocation analysts are assigned a portion of the State in which they promote the CDBG and HOME programs and provide technical assistance upon request.

Private partnerships. IHFA continues to encourage the development of public/private partnerships for affordable housing developments. Due to the leverage and match requirements of the CDBG and HOME programs, private lending institutions are frequently involved in providing a portion of the financing necessary to construct a housing development. Additionally, IHFA has built a strong partnership with lending institutions in the State through the First Home Plus program that links HOME downpayment assistance with Mortgage Revenue Bond (MRB) financed mortgages for low- and moderate-income buyers.

Subrecipient agreements. During the 1999 program year, IHFA established “Policies and Guidelines for Applying for HOME Investment Partnerships Program Subrecipient Administration Funds.” This policy governs IHFA’s acceptance and funding of proposals from nonprofit corporations (as designated under Section 501(c)(3) of the Internal Revenue Code) and public agencies. The proposals must be for activities that have a statewide impact and serve to further the Authority’s efforts in one or more of the following areas:

- General management, oversight and coordination of the HOME program;
- Provision of public information to residents and citizen organizations participating in the planning, implementation, or assessment of projects being assisted with HOME funds;
- Activities that affirmatively further fair housing;
- Compilation of data in preparation of the State Consolidated Plan; and
- Compliance with other Federal requirements such as affirmative marketing, minority outreach, environmental review, displacement, relocation and acquisition, labor standards, lead-based paint and conflict of interest.

IHFA also reserves the right to initiate subrecipient agreements with nonprofit organizations and public agencies for specific HOME administrative activities. The subrecipient awards allocated during program year 2003 are discussed throughout this section under the relevant need category. Exhibit III-20 shows the subrecipient awards made in program year 2003.

**Exhibit III-20.
Subrecipient Awards, 2003**

Grantee	Award Date	Award Amount
Indiana Civil Rights Commission	12/18/2003	\$116,000
Southern Indiana Rural Development Project, Inc.	9/23/2003	\$12,550
The Indiana Governor's Planning Council for People with Disabilities	9/25/2003	\$65,000

Note: The awards are anticipated to serve populations statewide.
Source: Indiana Housing Finance Authority.

In July 2004 IHFA announced that the HOME Subrecipient awards will no longer be available on a regular basis. From time-to-time, there may be occasions when there are small amounts of funding that become available with which IHFA will initiate a Subrecipient Award with an organization to accomplish goals and needs that will have a statewide benefit.

Activities to reduce poverty. The State of Indiana does not have a formally adopted, statewide anti-poverty strategy. In a holistic sense, the entirety of Indiana's Consolidated Plan strategy and action plan is anti-poverty related because a stable living environment is also a service delivery platform. Many of the strategies developed for the FY2000 five-year plan (specifically goals 3 and 4) directly assist individuals who are living in poverty. As such, the majority of the programs discussed throughout this report are targeted to persons with low-incomes.

Indiana has a history of aggressively pursuing job creation through economic development efforts at the State and local levels. This emphasis on creating employment opportunities is central to a strategy to reduce poverty by providing households below the poverty level with a means of gaining sustainable employment.

Education and skill development is another, related important aspect of reducing poverty. Investment in workforce development programs and facilities is an important step to break the cycle of poverty.

Many of the strategies outlined in the Consolidated Plan are directed at providing services and shelter to those in need. Once a person has some stability in a housing situation it becomes easier to address related issues of poverty and provide resources such as childcare, transportation and job training to enable individuals to enter the workforce. In some cases, subsidized housing programs are vital to ensure that citizens have a safe and secure place to live.

In addition, efforts to eliminate discrimination in all settings – which the State actively pursues through fair housing activities and MBE/WBE contracting opportunities – are an important anti-poverty strategy.

Affirmative marketing plans. Since 1997, IHFA has required HOME recipients with five or more homebuyer or rental units to sign off on IHFA's HOME Recipient and Subrecipient Affirmative Marketing Procedures and Certifications. IHFA asks homebuyer and rental recipients with five or more HOME-assisted units the following questions about their marketing plans as part of its Affirmative Marketing Plan monitoring:

- Does the recipient have an IHFA-approved Affirmative Marketing Plan?
- Is the recipient evaluating their marketing procedures annually?
- Who has the recipient identified as underserved in their housing market? (Families with children, single parents, elderly, persons with disabilities, minorities, other).
- What marketing efforts has the recipient carried out to reach the underserved populations? (Media outlet, community outreach, social service referral network, other).
- Provide a description of the recipient's affirmative marketing efforts and results.

In fall 2000, IHFA met with HUD staff to clarify what is required for affirmative marketing procedures. In order to meet HUD's recommendations, IHFA did the following:

- IHFA revised its monitoring handbook.
- In December 2000, IHFA sent out a memo to all recipients regarding the affirmative marketing procedures and outlining requirements that must be enforced immediately.
- In the spring 2001, IHFA staff included an article in the IHFA quarterly newsletter regarding HOME Affirmative Marketing Procedures. The article covered questions such as: What is affirmative marketing? When does affirmative marketing apply? What are some examples of affirmative marketing that we can use for our development? How would the HOME affirmative marketing requirements apply when targeting a special needs group?
- In the spring 2003, IHFA included an article in the IHFA Communicator titled, "Affirmative Marketing Reducing Discrimination."

Contracting opportunities for MBE/WBEs. The State of Indiana has established a goal that 11.4 percent of federal awards be contracted to minority-owned business enterprises (MBE) and 5.93 percent to women-owned business enterprises (WBE) involved in construction, materials supply, consulting and architecture.

CDBG recipients. In order to ensure that the CDBG award recipients have made a good faith effort to reach this 10 percent goal, they are required to document all actions taken to reach the goal and forward this information to the recipient's designated Civil Rights Officer before any work has begun on the project. This documentation includes the names of all potential minority and women business owners spoken with, and the reasons owners were not selected for the project, if applicable. The recipient's Civil Rights Officer then forwards said documentation to the State's Civil Rights Specialist.

HOME/CDBG recipients. The 10 percent goal is also communicated to all CDBG housing and HOME recipients at start-up training sessions and in the Grant Implementation Manual. IHFA also provides award recipients with the website address to obtain the resource directory of minority and women-owned businesses and informational materials on compliance with procurement guidelines for MBE/WBE participation. Recipients must document all actions taken to ensure that they have made a good faith effort to solicit MBE/WBE firms. This documentation includes the names of all potential MBE/WBE firms contacted about contracting opportunities and, if the firms were not chosen for participation in the project, the reasons why not.

IHFA expects minority participation in its CDBG and HOME programs to reflect the representation of minorities in each funded community's low- and moderate-income population. Since minorities make up such a small percentage (around one percent) of Indiana's non-entitlement cities, such participation can be relatively minor. Minority participation is most concentrated in larger non-entitlement cities and in North Central Indiana.

State activities. Due to the importance of Minority Business Enterprises, the State, through its Commission on minority business development is providing a program to promote, encourage and assist in the development of such enterprises. One means of achieving growth is the publication and use of the *Minority Business Directory*. The web link for this directory (www.state.in.us/idoa/minority) is distributed to Indiana corporations, as well as State agencies to help identify and solicit minority business enterprises, products and services.

In addition, the State is required to submit reports on recipients' efforts in assuring that minority and women-owned business contractors have an opportunity to provide services and goods on CDBG projects.

MBE/WBE contracts in FY2003. During program year 2003, IHFA CDBG recipients reported a total of three contracts awarded to minority-owned businesses, for a total value of \$84,651. In addition, 15 contracts were awarded to women-owned firms with a total value of \$397,945. HOME recipients reported six contracts awarded to minority-owned firms, for a total of \$128,675, and five contracts awarded to women-owned businesses totaling \$198,200 #Exhibit III-21 shows the CDBG and HOME awards made with contracts to MBE/WBE firms.

Exhibit III-21.

MBE/WBE Contracts Made as a Result of HOME/CDBG Funding, FY2003

Contractor Name	Program	ID number	Contract Amount	M/WBE
Construction Concepts	CDBG MBE	35-1336594	\$19,097	African Americans
Construction Concepts	CDBG MBE	35-1336594	\$16,554	African Americans
Harmon Construction	CDBG MBE	35-1610056	\$49,000	African Americans
J.K. ROGERS	CDBG WBE	35-1562508	\$13,010	Women
J.K. ROGERS	CDBG WBE	35-1562508	\$13,750	Women
J.K. ROGERS	CDBG WBE	35-1562508	\$14,900	Women
J.K. ROGERS	CDBG WBE	35-1562508	\$14,999	Women
J.K. ROGERS	CDBG WBE	35-1562508	\$20,080	Women
J.K. ROGERS	CDBG WBE	35-1562508	\$23,655	Women
Milestone Contractors	HOME WBE	35-1917625	\$48,400	Women
Milestone Ventures, Inc.	HOME WBE	35-2114938	\$54,400	Women
Milestone Ventures, Inc.	HOME WBE	35-2114938	\$54,400	Women
Milestone Ventures, Inc.	HOME WBE	35-2114938	\$20,500	Women
Milestone Ventures, Inc.	HOME WBE	35-2114938	\$20,500	Women
Municipal Civil	CDBG WBE	35-2136702	\$20,000	Women
Municipal Civil	CDBG WBE	35-2136702	\$20,000	Women
Municipal Civil	CDBG WBE	35-2136702	\$28,500	Women
Ohio Valley Concrete	HOME MBE	35-1935752	\$6,000	African Americans
Ohio Valley Concrete	HOME MBE	35-1935752	\$6,000	African Americans
Ohio Valley Concrete	HOME MBE	35-1935752	\$6,000	African Americans
Ohio Valley Concrete	HOME MBE	35-1935752	\$6,000	African Americans
RDC Limited	CDBG WBE	35-1770668	\$35,800	Women
SH & S Co.	HOME MBE	35-2128983	\$40,115	African Americans
SH & S Co.	HOME MBE	35-2128983	\$64,560	African Americans
Star Development, Inc.	CDBG WBE	35-2134279	\$60,000	Women
Star Development, Inc.	CDBG WBE	35-2134279	\$60,000	Women
Tim & Daughters Inc.	CDBG WBE	303-52-9348	\$23,017	Women
Tim & Daughters Inc.	CDBG WBE	303-52-9348	\$23,017	Women
Tim & Daughters Inc.	CDBG WBE	303-52-9348	\$27,217	Women
Total			\$809,471	

Source: Indiana Housing Finance Authority.

In 1996, the State instituted a policy allowing a 5 percent rebate of grant awards to communities who successfully complete projects utilizing no less than 5 percent (in dollars of the total award amount) minority participation on IDOC CDBG projects. The rebate, which is also equal to 5 percent of the award amount, may be spent on any CDBG eligible project of the communities' choice. The community must advise the State prior to the initiation of the minority business' participation of their intent to attempt to achieve this goal.

Monitoring of Compliance with HOME Funding Regulations

During program year 2003, IHFA was involved in a number of monitoring activities. These included:

- IHFA had an in-house inspector going on site twice during the development, at either 50 percent completion or 50 percent expenditure of funds to look at all units completed and under construction/rehabilitation. The inspector also goes out at completion of the award. The purpose is to ensure that the projects being billed to CDBG are completed according to the specifications and those items rehabilitated or constructed must meet the stricter of either the Indiana State Building Code or local rehabilitation standards, and projects being billed to the HOME/Trust Fund meet the stricter of either the Indiana State Building Code or local codes.
- IHFA had an in-house inspector completing an HQS inspection for the HOPWA assisted housing units.
- Trainings by an in-house inspector were held for several HOPWA recipients on the process that must be utilized to conduct an HQS inspection.
- IHFA hired an outside inspection firm to look at 20 percent of the HOME and CDBG assisted rental units and to inspect emergency and youth shelters every three years.
- Award recipients will continue to be required to provide proof of adequate builder's risk insurance during construction and property insurance following construction for the assisted property throughout the affordability period of the award. The following requirements are listed under each program type:
 - For new construction including homebuyer, rental, transitional, emergency shelters, youth shelters and migrant/seasonal farm worker housing activities, builders risk and/or property insurance that includes coverage for work done by the contractors is required throughout the construction period.
 - For rehabilitation including homebuyer, rental, transitional, emergency shelters, youth shelters and migrant/seasonal farm worker housing activities, builders risk, contractor liability and/or property insurance that includes coverage for work done by the contractors is required throughout the construction period.
 - For owner occupied rehabilitation contractor liability and/or property insurance that includes coverage for work done by contractors is required throughout the construction period.

- For rental, transitional, emergency shelters, youth shelters, and migrant/seasonal farm worker housing activities, adequate property insurance must be maintained throughout the affordability period. (This is required for all properties assisted through open or closed HOME, CDBG, or Trust Fund awards.)
- For homebuyer and owner occupied rehabilitation, beneficiary loan documents must stipulate that adequate property insurance be maintained throughout the affordability period.
- Policy Requirements include:
 - If a contractor liability policy is used, it must name IHFA as additionally insured.
 - If a builders risk policy is used, it must name IHFA as both loss payable and additionally insured.
 - If a homeowner policy is used, nothing needs to be added to the policy. Once the lien is placed on the home, the entity placing the lien automatically becomes a loss payable.
 - The builder's risk or contractor liability policy can be in the name of the recipient, contractor, owner of the property, subrecipient, or subrecipient.
 - The builders risk coverage must be for the replacement value of the property, increasing as appropriate throughout the construction period to the full replacement value at construction completion.
 - The value of the contractor liability must be at a minimum for the replacement value of the property. Additionally, if the contractor employs persons, the policy must also include workers compensation.
 - The value of the property insurance must be at a minimum for the replacement value of the property.

Monitoring of Compliance with CDBG Funding Regulations

The final phase of the CDBG project is the closeout monitoring review process. A representative from IDOC conducts an on-site monitoring of the award documentation, financial records, and actual facility and improvements. The purpose of the monitoring visit is to verify that the project has met the recipient's stated goals and objectives and all of the federal CDBG regulations: 24 CFR 570.489 (d), 24 CFR 570.503 and OMB Circular A-133. The monitoring review takes approximately three hours. Within 30 days from the date of the monitoring meeting, IDOC forwards a letter to the recipient informing them of their award status. This letter will either inform the recipient that the performance was found to be in compliance with all CDBG and IDOC regulations and thus is able to proceed to the next step of the closeout process, or that issues were raised at the monitoring meeting that were not in compliance with CDBG and IDOC regulations and will necessitate the recipient to satisfactorily resolve the issues within 30 days. During program year 2003, 110 awards were monitored.

During FY2001, IDOC implemented a plan to begin monitoring all subrecipients at least once a year during the five-year period following award closeout. This is done to ensure the beneficiaries as defined in the original agreement are being served.

IHFA's monitoring review process consists of either a desktop or on-site visit for all awards. During the reporting period of 2003, 116 awards were monitored. IHFA examined the following categories:

- Program as a whole – looking to see if the recipient served all of the clients that were targeted;
- Client Eligibility – looking to see if the recipient served income eligible households in the proper income categories;
- Award Conditions – looking at anything the recipient had promised in the application, including extended warranties, design features, maintenance classes, accessibility, etc.;
- Required financial ledgers and documentation;
- Allowable costs;
- Match;
- MBE/WBE documentation;
- Procurement;
- Labor Standards;
- Environmental Review & Section 106;
- Fair Housing;
- URA & Section 104(d);
- Program Accessibility; and
- Lead Based Paint.

IHFA then writes a monitoring letter listing areas of concern and they will not closeout an award until all monitoring issues have been resolved. Additionally, as leverage to receive all closeout documents, IHFA holds payment until all completion reports, match documents and closeout documents are received and approved.

Civil Rights Performance Monitoring Activities by the State

Process and standards. The IDOC evaluates recipients' and subrecipients' employment practices in order to determine whether or not equal opportunity guidelines are followed in advertising vacancies, such as stating they are an "EEO employer." The State's field monitors review recipients' civil rights files to determine if there have been any EEO complaints filed against a recipient within five years. The field monitors also review records of complaints, and responses to complaints if any, regarding alleged discrimination in the provision of program benefits.

There are numerous procedures that must be followed and policies that must be adhered to for both the recipient and their contractors to assure compliance with these requirements. All policies and procedures must be fully documented to provide adequate record of civil rights compliance. In addition, the recipient must fully document the characteristics of the population of the area in which the project will be implemented in order to determine the specific actions that must be taken to ensure civil rights compliance.

Results of monitoring reviews. Upon completion of the final monitoring visit, a recipient will receive a formal monitoring letter outlining strengths and weaknesses in project management systems. The letter will list those areas of compliance that were reviewed and detailed results of that review.

State findings. Findings are reported when the review of the recipient's performance reveals specific identifiable violation of a statutory regulatory requirement about which there is no question. When a finding is issued, the recipient is requested to formally respond within a specified period (typically 30 days) as to those steps the recipient will make to remedy and/or prevent a recurrence of the violation. If specific steps have already been taken to remedy a finding, the field monitor must verify before clearing the finding. Once the review indicates that satisfactory action has taken place, the field monitor will send a letter to the recipient indicating the finding has been resolved.

Leveraging Resources

The leveraging requirements of the CDBG and HOME programs differ considerably. Exhibit III-22 on the following page shows the match/leverage requirements by housing activity type for the 2003 program year.

Exhibit III-22.
Matching and Leveraging Requirements

Activity Type	CDBG Leverage Requirement (% of award)	Trust Fund Leverage Requirement (% of award)	CDBG or Trust Fund Beneficiary Income Restrictions (% of area median income)	HOME Match Requirement (% of HOME award minus admin., environ., review & CHDO operating costs)	HOME Beneficiary Income Restrictions (% of area median income)
Emergency Shelter ⁽¹⁾	10%	5%	30%	—	—
Youth Shelter ⁽¹⁾	10%	5%	30%	—	—
Migrant/Seasonal Farm Worker Housing ⁽¹⁾	10%	5%	30%	—	—
Transitional Housing	10%	5%	80%	10%	60%
Permanent Supportive Housing Rehabilitation	10%	5%	80%	10%	60%
Rental Housing	10%	5%	80%	10%	60%
Homeownership Counseling/Down Payment	—	5%	80% - Trust fund only	—	—
Homebuyer - New Construction/Rehabilitation	—	5%	80% - Trust fund only	10%	80%
Owner-Occupied Rehabilitation	10%	5%	80%	0%	80%
Voluntary Acquisition/Demolition	10%	—	80%	—	—

Note: (1) Beneficiaries of these activities are members of groups presumed by HUD to be of low- and moderate- income (victims of domestic violence, homeless persons, and migrant/seasonal farm workers) and presumed by IHFA to be at or below 30 percent of area median income.

Source: Indiana Housing Finance Authority.

The State of Indiana requires a 10 percent leverage requirement for all CDBG funds expended. IHFA recipients have used a variety of funding sources to meet this requirement, including Federal Home Loan Bank grants, Rural Development grants, contractor contributions, cash contributions and cash from local government general funds.

The HOME program used to contain a regulatory requirement that all project costs be matched by 25 percent in non-federal funding. In 2003 this requirement was reduced to 10 percent since IHFA had a match reduction due to the fiscal distress and major Presidential Declared Disaster under the Stafford Act. This is a one time occurrence will be reevaluated for the next application package. The HOME regulations outline the very specific types of HOME-eligible matching funds, and IHFA must document expenditures of matching funds by individual sites. HOME recipients often use Federal Home Loan Bank grants, savings from below-market interest rate loans and donations of property as match for their HOME awards. Additionally, IHFA documents the MRB financing used in the First Home program as a match.

Self Evaluation

In previous years, IHFA and IDOC considered ways to improve implementation of the CDBG and HOME programs they administer. During the 2003 program year an evaluation reviewing the clarity of program application packages and the efficiency of the application process, and determining if changes in scoring priorities or eligible activities are necessary to meet the housing needs identified in the annual Consolidated Plan was implemented.

Also, after 14 years of keeping the CDBG programs consistent, the IDOC is planning to do a strong evaluation. Each current program will be evaluated for its effectiveness and a determination will be made if the needs met by the program are still relevant in 2003.

In determining the needs to be met by the programs, all eligible activities will be considered, not just those that have been utilized in the past. With the current downturn in the national economy, there have been more inquiries on CDBG economic development programs. The brownfields program, piloted in 2001, will also be expanded.

To be able to better evaluate the performance of an organization, IHFA applicants are now required to complete tables reporting information about:

- The affordability for mixed income beneficiaries:
- The targeted populations with special needs; and
- The program beneficiaries.

The information is also required at award closeout to be able to determine an organization's success in accomplishing the goals.

IHFA's goal continues to be to make the application process and forms easier to understand and ensure all appropriate regulatory and policy requirements are followed. IHFA provided several means both verbal and written to obtain feedback and suggestions on ways to make improvements from our partners:

- A roundtable discussion during the annual Affordable Housing Conference on October 7, 2003.
- An FSP Memo requesting feedback was distributed via the IHFA-INFO e-mail list-serve and posted on our website on November 26, 2003.
- Public comment sessions were held as part of the Consolidated Plan Process in February in Vincennes, Seymour, Auburn, Crawfordsville, Rensselaer, and Rushville.
- Drafts of the applications were announced via the IHFA-INFO e-mail list-serve for comment and posted on our web site on February 13, 2004.
- Public input meetings were held on February 24, 2004 to take feedback from our partners on the draft applications. These meetings were held in Georgetown, Vincennes, New Castle, Crawfordsville, Valparaiso, and Huntington.

An outline of changes for the 2004 Draft Community Development Applications is attached to this section.

Additional Program Information

The schedules that follow the exhibit show the CDBG housing and HOME awards that were made and closed during program year 2003. The schedules also demonstrate how the awards were distributed among racial, ethnic, and special needs populations and across income levels.

***HOME Awards Made During Program Year 2003
(July 1, 2003 - June 30, 2004)***

<i>Recipient</i>	<i>Award Number</i>	<i>Amount</i>	<i>Award Date</i>	<i>Execution Date</i>	<i>Anticipated # of Units</i>	<i>Description of Activities</i>	<i>Status</i>
Area 12 Council on Aging & Community	CW-003-011	\$30,000.00	11/20/2003	12/24/2003	0	CHDO Operating Funds	OPEN
Ashbury Pointe, L.P.	HM-003-029	\$300,000.00	9/25/2003	12/17/2003	8	Rental - New Construction	OPEN
Bloomington Restorations, Inc.	CH-003-018	\$166,438.00	9/25/2003	3/22/2004	5	Homebuyer - Rehabilitation & New	OPEN
Bloomington Restorations, Inc.	CW-003-009	\$30,000.00	9/25/2003	10/ 9/2003	0	CHDO Operating Funds	OPEN
Blue River Services, Inc.	CH-003-024	\$450,000.00	1/22/2004	3/17/2004	11	Rental Rehabilitation	OPEN
Blue River Services, Inc.	PD-003-005	\$19,000.00	11/20/2003	1/ 7/2004	0	CHDO Predevelopment Loan	OPEN
Blue River Services, Inc.	PS-003-002	\$30,000.00	11/20/2003	1/23/2004	0	CHDO Seed Money Loan	OPEN
Blue River Services, Inc.	PS-003-003	\$11,000.00	11/20/2003		0	CHDO Seed Money Loan	PENDING
Clay City Senior Citizens Housing, Inc.	HM-003-020	\$526,750.00	9/25/2003	6/14/2003	33	Rental Rehabilitation	OPEN
Combined Community Services	HM-003-021	\$150,000.00	9/25/2003	11/10/2003	30	HOC/DPA	OPEN
Community Action Program, Inc. of Western	PD-003-001	\$25,200.00	9/25/2003	10/ 3/2003	0	CHDO Predevelopment Loan	OPEN
Community Mental Health Center, Inc.	HM-003-030	\$300,000.00	9/25/2003		8	Rental - New Construction	PENDING
Crown Point Villas	HM-004-001	\$440,000.00	6/17/2004		11	Rental - New Construction	PENDING
Elkhart Housing Partnership, Inc.	CH-003-019	\$210,500.00	9/25/2003	2/10/2004	4	Homebuyer - Rehabilitation	OPEN
Elkhart Housing Partnership, Inc.	CH-003-020	\$329,750.00	9/25/2003	12/ 3/2003	10	Rental Rehabilitation	OPEN
Elkhart Housing Partnership, Inc.	HM-003-034	\$100,000.00	1/22/2004	2/16/2004	20	HOC/DPA	OPEN
Elkhart Housing Partnership, Inc.	PD-003-002	\$27,500.00	9/25/2003	12/ 1/2003	0	CHDO Predevelopment Loan	OPEN
Fulton County Housing Authority	HM-004-002	\$460,000.00	6/17/2004		11	Rental - New Construction	PENDING
Greater Valparaiso Community Development	CH-003-025	\$120,000.00	1/22/2004		8	Homebuyer - New Construction	PENDING
Guerin, Inc.	CH-003-021	\$446,250.00	9/25/2003	1/ 7/2004	11	Rental - New Construction	OPEN
Habitat for Humanity of Grant County, Inc.	HM-003-022	\$64,000.00	9/25/2003	11/10/2003	8	HOC/DPA	OPEN
Heart House, Inc.	CH-003-026	\$498,000.00	1/22/2004		12	Transitional Housing - Rehabilitation	PENDING
Hoosier Uplands Economic Development	CW-003-012	\$30,000.00	11/20/2003	12/15/2003	0	CHDO Operating Funds	OPEN
Hoosier Uplands Economic Development	PD-003-006	\$15,000.00	11/20/2003	12/15/2003	0	CHDO Predevelopment Loan	OPEN
Hoosier Uplands Economic Development	PS-003-004	\$15,000.00	11/20/2003		0	CHDO Seed Money Loan	PENDING
Housing Opportunities of Warsaw, Indiana,	PD-003-003	\$25,000.00	9/25/2003	10/20/2003	0	CHDO Predevelopment Loan	OPEN
Housing Opportunities of Warsaw, Indiana,	PS-003-001	\$5,000.00	9/25/2003		0	CHDO Seed Money Loan	PENDING
Housing Opportunities, Inc.	CH-003-022	\$247,484.00	9/25/2003	12/15/2003	6	Homebuyer - New Construction	OPEN
Housing Opportunities, Inc.	HM-003-023	\$79,846.00	9/25/2003	11/10/2003	18	HOC/DPA	OPEN
Housing Opportunities, Inc.	HM-003-035	\$110,900.00	1/22/2004	2/16/2004	28	HOC/DPA	OPEN

<i>Recipient</i>	<i>Award Number</i>	<i>Amount</i>	<i>Award Date</i>	<i>Execution Date</i>	<i>Anticipated # of Units</i>	<i>Description of Activities</i>	<i>Status</i>
Indiana Civil Rights Commission	SR-03-04	\$116,000.00	12/18/2003	1/22/2004	0	HOME Subrecipient Agreement	OPEN
Knox County Rural Housing Finance	CH-003-027	\$700,000.00	1/22/2004	3/17/2004	16	Rental - New Construction	OPEN
LaCasa of Goshen, Inc.	CH-003-028	\$437,500.00	1/22/2004	3/ 5/2004	12	Homebuyer - Rehabilitation	OPEN
Lynco, Inc.	HM-003-036	\$400,000.00	1/22/2004	4/ 5/2004	10	Rental Rehabilitation	OPEN
Neighbors Helping Neighbors of Clinton	CW-003-013	\$30,000.00	11/20/2003	12/24/2003	0	CHDO Operating Funds	OPEN
Ohio Valley Opportunities Inc	CH-004-001	\$400,000.00	6/17/2004		10	Rental - New Construction	PENDING
Ohio Valley Opportunities Inc	CW-003-014	\$30,000.00	11/20/2003	12/24/2003	0	CHDO Operating Funds	OPEN
Ohio Valley Opportunities Inc	HM-003-037	\$300,000.00	1/22/2004	2/10/2004	48	HOC/DPA	OPEN
Opportunity Housing, Inc. of Putnam County	CH-003-029	\$507,400.00	1/22/2004	4/14/2004	11	Rental Rehabilitation	OPEN
Pathfinder Services Inc	HM-003-024	\$169,000.00	9/25/2003	11/10/2003	28	HOC/DPA	OPEN
Plainville Housing Corporation	HM-003-038	\$237,500.00	1/22/2004		18	Rental Rehabilitation	PENDING
Rising Sun and Ohio County Senior Citizens	CH-003-023	\$40,000.00	9/25/2003	11/13/2003	1	Homebuyer - Rehabilitation	OPEN
Rural Opportunities Housing Corporation of	CW-003-010	\$30,000.00	9/25/2003	10/ 3/2003	0	CHDO Operating Funds	OPEN
Rural Opportunities Housing Corporation of	HM-003-025	\$298,667.00	9/25/2003	12/ 1/2003	40	HOC/DPA	OPEN
Shelburn Senior Citizen Housing, Inc.	HM-003-026	\$400,000.00	9/25/2003	12/15/2003	18	Rental Rehabilitation	OPEN
Shoals Senior Housing Inc	HM-003-039	\$475,000.00	1/22/2004		32	Rental Rehabilitation	PENDING
Southeastern Indiana Community	HM-003-040	\$300,000.00	1/22/2004	2/11/2004	48	HOC/DPA	OPEN
Southern Indiana Rural Development Project,	SR-03-03	\$12,550.00	9/25/2003		0	HOME Subrecipient Agreement	PENDING
The Affordable Housing Corporation of	HM-003-032	\$200,000.00	1/22/2004	2/24/2004	35	HOC/DPA	OPEN
The Affordable Housing Corporation of	PD-003-004	\$30,000.00	11/20/2003	12/17/2003	0	CHDO Predevelopment Loan	OPEN
The Board of Commissioners of the County of	HM-003-033	\$300,000.00	1/22/2004	3/ 5/2004	48	HOC/DPA	OPEN
The Indiana Governor's Planning Council for	SR-03-02	\$65,000.00	9/25/2003	10/20/2003	0	HOME Subrecipient Agreement	OPEN
Turning Point Housing, Inc	HM-003-027	\$75,000.00	9/25/2003	11/26/2003	5	Homebuyer - New Construction	OPEN
Tyson Manor	HM-003-028	\$527,000.00	9/25/2003	12/15/2003	35	Rental Rehabilitation	OPEN
Wadesville Homes, Inc.	HM-003-041	\$320,000.00	1/22/2004	3/17/2004	8	Rental Rehabilitation	OPEN
Young Women's Christan Assoc. of St.	HM-003-031	\$300,000.00	9/25/2003	1/29/2004	9	Rental - New Construction	OPEN
Total		\$11,963,235.00			674		

***CDBG Awards Made During Program Year 2003
(July 1, 2003 - June 30, 2004)***

<i>Recipient</i>	<i>Award Number</i>	<i>Amount</i>	<i>Award Date</i>	<i>Execution Date</i>	<i>Anticipated # of Units</i>	<i>Description of Activities</i>	<i>Status</i>
Alexandria	PN-003-018	\$20,000.00	11/20/2003	2/10/2004	0	Housing Needs Assessment	OPEN
Aurora	HD-003-018	\$355,000.00	1/22/2004	6/ 3/2004	8	Rental Rehabilitation	OPEN
Blackford County	PN-003-009	\$30,000.00	9/25/2003	10/20/2003	0	Housing Needs Assessment	OPEN
Boone County	PN-003-019	\$30,000.00	11/20/2003	12/24/2003	0	Housing Needs Assessment	OPEN
Chesterfield	PN-003-010	\$20,000.00	9/25/2003	11/26/2003	0	Housing Needs Assessment	OPEN
Clay County	PN-003-011	\$30,000.00	9/25/2003	4/21/2004	0	Housing Needs Assessment	OPEN
East Germantown	HD-003-019	\$300,000.00	1/22/2004	3/ 1/2004	12	Owner-Occupied Rehabilitation	OPEN
Elkhart County	PN-003-012	\$30,000.00	9/25/2003	10/20/2003	0	Housing Needs Assessment	OPEN
Fayette County	PN-003-021	\$30,000.00	11/20/2003	2/ 4/2004	0	Housing Needs Assessment	OPEN
Greene County	HD-003-012	\$300,000.00	9/25/2003	11/17/2003	18	Owner-Occupied Rehabilitation	OPEN
Hamilton County	HD-003-013	\$300,000.00	9/25/2003	12/ 8/2003	12	Owner-Occupied Rehabilitation	OPEN
Harrison County	HD-003-021	\$200,000.00	1/22/2004	3/ 1/2004	10	Youth Shelter - New Construction	OPEN
Jasonville	HD-003-015	\$300,000.00	9/25/2003	11/17/2003	20	Owner-Occupied Rehabilitation	OPEN
Jay County	HD-003-022	\$300,000.00	1/22/2004	2/20/2004	27	Owner-Occupied Rehabilitation	OPEN
Jay County	PN-003-013	\$30,000.00	9/25/2003	10/23/2003	0	Housing Needs Assessment	OPEN
Ladoga	PN-003-016	\$30,000.00	9/25/2003	10/29/2003	20	Feasibility Study	OPEN
Madison County	HD-003-016	\$500,000.00	9/25/2003	1/23/2004	30	Emergency Shelter - New Construction	OPEN
Posey County	PN-003-022	\$30,000.00	11/20/2003	2/ 4/2004	0	Housing Needs Assessment	OPEN
Richmond	HD-003-017	\$300,000.00	9/25/2003	11/20/2003	12	Owner-Occupied Rehabilitation	OPEN
The Board of Commissioners of the County of	PN-003-020	\$30,000.00	11/20/2003	1/16/2004	0	Housing Needs Assessment	OPEN
The Board of Commissioners of the County of	HD-003-023	\$100,000.00	1/22/2004	4/ 6/2004	6	Owner-Occupied Rehabilitation	OPEN
Town of Greens Fork	HD-003-020	\$300,000.00	1/22/2004	2/24/2004	12	Owner-Occupied Rehabilitation	OPEN
Town of Hymera	HD-003-014	\$300,000.00	9/25/2003	12/ 1/2003	12	Owner-Occupied Rehabilitation	OPEN
Town of Lyons	PN-003-014	\$20,000.00	9/25/2003	11/17/2003	0	Housing Needs Assessment	OPEN
Town of Summittville	PN-003-026	\$30,000.00	11/20/2003	2/16/2004	0	Feasibility Study	OPEN
Town of Wolcott	PN-003-024	\$20,000.00	11/20/2003	1/ 7/2004	0	Housing Needs Assessment	OPEN
Town of Yeoman	PN-003-025	\$20,000.00	11/20/2003	4/22/2004	0	Housing Needs Assessment	OPEN
Union County	PN-003-015	\$30,000.00	9/25/2003	11/19/2003	0	Housing Needs Assessment	OPEN
Washington	PN-003-017	\$30,000.00	9/25/2003	10/21/2003	120	Feasibility Study	OPEN
Washington	PN-003-023	\$30,000.00	11/20/2003	12/18/2003	0	Housing Needs Assessment	OPEN

<i>Grantee</i>	<i>Grant Number</i>	<i>Amount</i>	<i>Award Date</i>	<i>Execution Date</i>	<i>Anticipated # of Units</i>	<i>Description of Activities</i>	<i>Status</i>
Washington County	HD-003-024	\$200,000.00	1/22/2004	2/25/2004	7	Owner-Occupied Rehabilitation	OPEN
<i>Total</i>		\$4,245,000.00			326		

***CDBG and HOME Rehabilitation Awards Made During Program Year 2003
(July 1, 2003 - June 30, 2004)***

<i>Recipient</i>	<i>Award Number</i>	<i>Amount</i>	<i>Award Date</i>	<i>Execution Date</i>	<i>Anticipated # of Units</i>	<i>Description of Activities</i>	<i>Status</i>
Aurora	HD-003-018	\$355,000.00	1/22/2004	6/ 3/2004	8	Rental Rehabilitation	OPEN
Blue River Services, Inc.	CH-003-024	\$450,000.00	1/22/2004	3/17/2004	11	Rental Rehabilitation	OPEN
Clay City Senior Citizens	HM-003-020	\$526,750.00	9/25/2003	6/14/2003	33	Rental Rehabilitation	OPEN
East Germantown	HD-003-019	\$300,000.00	1/22/2004	3/ 1/2004	12	Owner-Occupied Rehabilitation	OPEN
Elkhart Housing Partnership,	CH-003-019	\$210,500.00	9/25/2003	2/10/2004	4	Homebuyer - Rehabilitation	OPEN
Elkhart Housing Partnership,	CH-003-020	\$329,750.00	9/25/2003	12/ 3/2003	10	Rental Rehabilitation	OPEN
Greene County	HD-003-012	\$300,000.00	9/25/2003	11/17/2003	18	Owner-Occupied Rehabilitation	OPEN
Hamilton County	HD-003-013	\$300,000.00	9/25/2003	12/ 8/2003	12	Owner-Occupied Rehabilitation	OPEN
Heart House, Inc.	CH-003-026	\$498,000.00	1/22/2004		12	Transitional Housing - Rehabilitation	PENDIN
Jasonville	HD-003-015	\$300,000.00	9/25/2003	11/17/2003	20	Owner-Occupied Rehabilitation	OPEN
Jay County	HD-003-022	\$300,000.00	1/22/2004	2/20/2004	27	Owner-Occupied Rehabilitation	OPEN
LaCasa of Goshen, Inc.	CH-003-028	\$437,500.00	1/22/2004	3/ 5/2004	12	Homebuyer - Rehabilitation	OPEN
Lynco, Inc.	HM-003-036	\$400,000.00	1/22/2004	4/ 5/2004	10	Rental Rehabilitation	OPEN
Opportunity Housing, Inc. of	CH-003-029	\$507,400.00	1/22/2004	4/14/2004	11	Rental Rehabilitation	OPEN
Plainville Housing	HM-003-038	\$237,500.00	1/22/2004		18	Rental Rehabilitation	PENDIN
Richmond	HD-003-017	\$300,000.00	9/25/2003	11/20/2003	12	Owner-Occupied Rehabilitation	OPEN
Rising Sun and Ohio County	CH-003-023	\$40,000.00	9/25/2003	11/13/2003	1	Homebuyer - Rehabilitation	OPEN
Shelburn Senior Citizen	HM-003-026	\$400,000.00	9/25/2003	12/15/2003	18	Rental Rehabilitation	OPEN
Shoals Senior Housing Inc	HM-003-039	\$475,000.00	1/22/2004		32	Rental Rehabilitation	PENDIN
The Board of	HD-003-023	\$100,000.00	1/22/2004	4/ 6/2004	6	Owner-Occupied Rehabilitation	OPEN
Town of Greens Fork	HD-003-020	\$300,000.00	1/22/2004	2/24/2004	12	Owner-Occupied Rehabilitation	OPEN
Town of Hymera	HD-003-014	\$300,000.00	9/25/2003	12/ 1/2003	12	Owner-Occupied Rehabilitation	OPEN
Tyson Manor	HM-003-028	\$527,000.00	9/25/2003	12/15/2003	35	Rental Rehabilitation	OPEN
Wadesville Homes, Inc.	HM-003-041	\$320,000.00	1/22/2004	3/17/2004	8	Rental Rehabilitation	OPEN
Washington County	HD-003-024	\$200,000.00	1/22/2004	2/25/2004	7	Owner-Occupied Rehabilitation	OPEN
<i>Total</i>		\$8,414,400.00			361		

HOME Close-out Applicants Summary

Households 1694 Persons: 4077

Program	Grant Applicants									Comments
2003	Acquisition Only	Relocation	Rehabilitation	Planning	New Construction	Counseling	Purchase Assistance	Acquisition / Demolition	Total (double counted)	
White										
Number	0	0	557	0	1,080	0	1,403	0	3,040	
Percent	0.00%	0.00%	60.74%	0.00%	66.30%	0.00%	91.64%	0.00%	74.56%	
Black/African-American										
Number	0	0	294	0	439	0	25	0	758	
Percent	0.00%	0.00%	32.06%	0.00%	26.95%	0.00%	1.63%	0.00%	18.59%	
Asian										
Number	0	0	0	0	0	0	4	0	4	
Percent	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.26%	0.10%	
American Indian/Alaskan										
Number	0	0	7	0	0	0	0	0	7	
Percent	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.17%	
Native Hawaiian/Other Pacific										
Number	0	0	0	0	0	0	0	0	0	
Percent	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
American Indian/Alaskan and White										
Number	0	0	0	0	0	0	0	0	0	
Percent	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Asian and White										
Number	0	0	0	0	0	0	0	0	0	
Percent	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Black/African American and										
Number	0	0	1	0	2	0	0	0	3	
Percent	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.07%	
American Indian/Alaskan Native & Black/African										
Number	0	0	0	0	0	0	0	0	0	
Percent	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Other Multi-Racial										
Number	0	0	20	0	33	0	10	0	63	
Percent	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	1.55%	
Hispanic										
Number	0	0	38	0	75	0	87	0	200	
Percent	0.00%	0.00%	4.14%	0.00%	4.60%	0.00%	5.68%	0.00%	4.91%	

(Non-Hispanic)Native American									
Number	0	0	0	0	0	0	2	0	2
Percent	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.13%	0.00%	0.05%
Disabled									
Number	0	0	26	0	113	0	69	0	208
Percent	0.00%	0.00%	2.84%	0.00%	6.94%	0.00%	4.51%	0.00%	5.10%
Elderly (62 and over)									
Number	0	0	73	0	117	0	15	0	205
Percent	0.00%	0.00%	7.96%	0.00%	7.18%	0.00%	0.98%	0.00%	5.03%
Total Low/Mod Income									
Number	0	0	917	0	1,575	0	1,531	0	4,023
Percent	0.00%	0.00%	100.00%	0.00%	96.69%	0.00%	100.00%	0.00%	98.68%
Persons in Female Headed Households									
Number	0	0	507	0	657	0	649	0	1,813
Percent	0.00%	0.00%	55.29%	0.00%	40.33%	0.00%	42.39%	0.00%	44.47%
HOUSING ACTIVITY TOTAL	200	4	917	0	1,629	0	1,531	0	4,077

Prepared: 8/12/2004

HOME Close-out Beneficiaries Summary

Households 531 Persons: 1232

Program HOME

Program	2003	Grant Beneficiaries								Comments
		Acquisition Only	Relocation	Rehabilitation	Planning	New Construction	Counseling	Purchase Assistance	Acquisition / Demolition	Total (double counted)
White										
Number	0	0	169	0	242	0	677	0	1,088	
Percent	0.00%	0.00%	75.11%	0.00%	88.00%	0.00%	94.55%	0.00%	88.31%	
Black/African-American										
Number	0	0	42	0	26	0	6	0	74	
Percent	0.00%	0.00%	18.67%	0.00%	9.45%	0.00%	0.84%	0.00%	6.01%	
Asian										
Number	0	0	0	0	0	0	4	0	4	
Percent	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.56%	0.32%	
American Indian/Alaskan										
Number	0	0	0	0	0	0	0	0	0	
Percent	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Native Hawaiian/Other Pacific										
Number	0	0	0	0	0	0	0	0	0	
Percent	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
American Indian/Alaskan and White										
Number	0	0	4	0	0	0	0	0	4	
Percent	0.00%	0.00%	1.78%	0.00%	0.00%	0.00%	0.00%	0.00%	0.32%	
Asian and White										
Number	0	0	0	0	0	0	0	0	0	
Percent	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Black/African American and										
Number	0	0	10	0	2	0	0	0	12	
Percent	0.00%	0.00%	4.44%	0.00%	0.73%	0.00%	0.00%	0.00%	0.97%	
American Indian/Alaskan Native & Black/African										
Number	0	0	0	0	0	0	0	0	0	
Percent	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Other Multi-Racial										
Number	0	0	0	0	5	16	10	0	31	
Percent	0.00%	0.00%	0.00%	0.00%	1.82%	100.00%	1.40%	0.00%	2.52%	
Hispanic										
Number	0	0	0	0	0	0	18	0	18	
Percent	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	2.51%	0.00%	1.46%	

(Non-Hispanic)Native American

Number	0	0	0	0	0	0	1	0	1
Percent	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.14%	0.00%	0.08%

Disabled

Number	0	0	19	0	32	0	50	0	101
Percent	0.00%	0.00%	8.44%	0.00%	11.64%	0.00%	6.98%	0.00%	8.20%

Elderly (62 and over)

Number	0	0	51	0	21	0	10	0	82
Percent	0.00%	0.00%	22.67%	0.00%	7.64%	0.00%	1.40%	0.00%	6.66%

Total Low/Mod Income

Number	0	0	225	0	275	16	716	0	1,232
Percent	0.00%	0.00%	100.00%	0.00%	100.00%	100.00%	100.00%	0.00%	100.00%

Persons in Female Headed Households

Number	0	0	73	0	146	0	323	0	542
Percent	0.00%	0.00%	32.44%	0.00%	53.09%	0.00%	45.11%	0.00%	43.99%

HOUSING
ACTIVITY
TOTAL

18	4	225	0	275	16	716	0	1,232
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Prepared: 8/13/2004

Households 521 Persons: 1285

Program	2003
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Grant Applicants

[illegible]

(Non-Hispanic)Native American									
Number	0	0	0	0	0	0	0	0	0
Percent	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Disabled									
Number	7	0	141	0	0	0	0	0	148
Percent	2.78%	0.00%	13.12%	0.00%	0.00%	0.00%	0.00%	0.00%	11.52%
Elderly (62 and over)									
Number	0	0	233	0	0	0	0	0	233
Percent	0.00%	0.00%	21.67%	0.00%	0.00%	0.00%	0.00%	0.00%	18.13%
Total Low/Mod Income									
Number	210	0	1,067	0	0	0	0	0	1,277
Percent	83.30%	0.00%	99.26%	0.00%	0.00%	0.00%	0.00%	0.00%	99.38%
Persons in Female Headed Households									
Number	142	0	237	0	0	0	0	0	379
Percent	56.32%	0.00%	22.05%	0.00%	0.00%	0.00%	0.00%	0.00%	29.49%
HOUSING ACTIVITY TOTAL	252	0	1,075	0	0	0	0	0	1,285

Prepared: 8/12/2004

CDBG Close-out Beneficiaries Summary

Households 2580 Persons: 189250

Program HDF

Program 2003

Grant Beneficiaries

	Acquisition Only	Relocation	Rehabilitation	Planning	New Construction	Counseling	Purchase Assistance	Acquisition / Demolition	Total (double counted)	Comments
White										
Number	13	0	712	179,203	0	0	0	0	179,928	
Percent	0.41%	0.00%	97.53%	95.07%	0.00%	0.00%	0.00%	0.00%	95.07%	
Black/African-American										
Number	5	0	12	3,599	0	0	0	0	3,616	
Percent	0.16%	0.00%	1.64%	1.91%	0.00%	0.00%	0.00%	0.00%	1.91%	
Asian										
Number	0	0	0	847	0	0	0	0	847	
Percent	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.45%	
American Indian/Alaskan										
Number	1	0	0	217	0	0	0	0	218	
Percent	0.03%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.12%	
Native Hawaiian/Other Pacific										
Number	0	0	0	25	0	0	0	0	25	
Percent	0.00%	0.00%	0.00%	0.01%	0.00%	0.00%	0.00%	0.00%	0.01%	
American Indian/Alaskan and White										
Number	0	0	0	307	0	0	0	0	307	
Percent	0.00%	0.00%	0.00%	0.16%	0.00%	0.00%	0.00%	0.00%	0.16%	
Asian and White										
Number	0	0	0	95	0	0	0	0	95	
Percent	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.05%	
Black/African American and										
Number	2	0	0	171	0	0	0	0	173	
Percent	0.06%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.09%	
American Indian/Alaskan Native & Black/African										
Number	0	0	2	9	0	0	0	0	11	
Percent	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.01%	
Other Multi-Racial										
Number	0	0	0	662	0	0	0	0	662	
Percent	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.35%	
Hispanic										
Number	0	0	4	3,154	0	0	0	0	3,158	
Percent	0.00%	0.00%	0.55%	1.67%	0.00%	0.00%	0.00%	0.00%	1.67%	

(Non-Hispanic)Native American									
Number	0	0	0	210	0	0	0	0	210
Percent	0.00%	0.00%	0.00%	0.11%	0.00%	0.00%	0.00%	0.00%	0.11%
Disabled									
Number	0	0	127	33,980	0	0	0	0	34,107
Percent	0.00%	0.00%	17.40%	18.03%	0.00%	0.00%	0.00%	0.00%	18.02%
Elderly (62 and over)									
Number	0	0	184	33,226	0	0	0	0	33,410
Percent	0.00%	0.00%	25.21%	17.63%	0.00%	0.00%	0.00%	0.00%	17.65%
Total Low/Mod Income									
Number	21	0	730	188,499	0	0	0	0	189,250
Percent	0.66%	0.00%	100.00%	100.00%	0.00%	0.00%	0.00%	0.00%	100.00%
Persons in Female Headed Households									
Number	12	0	165	9,807	0	0	0	0	9,984
Percent	0.38%	0.00%	22.60%	5.20%	0.00%	0.00%	0.00%	0.00%	5.28%
HOUSING ACTIVITY TOTAL	3,179	847	730	188,499	0	0	0	0	189,250

Prepared: 8/12/2004

Distribution of Income Levels Assisted

Total of CDBG Grants, HOME Grants & First Home Loans Closed During Program Year 2003

% of Area Median Income	# of Persons	% of PY03 Beneficiaries	# of Units	% of PY03 Units Assisted
<i>Renters</i>				
0% - 30%	191	3%	98	4%
31% - 50%	182	3%	96	4%
51% - 60%	21	0%	15	1%
61% - 80%	15	0%	4	0%
<i>Owners</i>				
0% - 30%	146	2%	68	3%
31% - 50%	261	4%	120	5%
51% - 60%	148	3%	67	3%
61% - 80%	139	2%	52	2%
<i>Homeless</i>				
0% - 30%	42	1%	16	1%
31% - 50%	0	0%	0	0%
51% - 60%	0	0%	0	0%
61% - 80%	0	0%	0	0%
<i>Buyer</i>				
0% - 30%	131	2%	45	2%
31% - 50%	1594	27%	591	24%
51% - 60%	1105	19%	456	18%
61% - 80%	1906	32%	869	35%
Total	5,881	100%	2,497	100%
% of Area Median Income	# of Persons	% of PY03 Beneficiaries	# of Units	% of PY03 Units Assisted
<i>All programs</i>				
0% - 30%	510	9%	227	9%
31% - 50%	2,037	35%	807	32%
51% - 60%	1,274	22%	538	22%
61% - 80%	2,060	35%	925	37%
Total	5,881	100%	2,497	100%

Distribution of Income Levels Assisted

IHFA HOME Grants Closed During Program Year 2003

% of Area Median Income		# of Persons	% of PY03 Beneficiaries	# of Units	% of PY03 Units Assisted	# of Hispanic Households
<i>Renters</i>						
0% - 30%		179	15%	91	17%	1
31% - 50%		174	14%	94	18%	1
51% - 60%		18	1%	14	3%	0
61% - 80%		14	1%	3	1%	1
<i>Owners</i>						
0% - 30%		6	0%	2	0%	0
31% - 50%		0	0%	0	0%	0
51% - 60%		2	0%	1	0%	0
61% - 80%		0	0%	0	0%	0
<i>Buyer</i>						
0% - 30%		41	3%	17	3%	0
31% - 50%		349	28%	130	24%	3
51% - 60%		195	16%	76	14%	4
61% - 80%		254	21%	103	19%	5
<i>Total</i>		<i>1,232</i>	<i>100%</i>	<i>531</i>	<i>100%</i>	

Distribution of Income Levels Assisted

IHFA CDBG Grants Closed During Program Year 2003

% of Area Median Income	# of Persons	% of PY03 Beneficiaries	# of Units	% of PY03 Units Assisted	# of Hispanic Households
<i>Renters</i>					
0% - 30%	12	2%	7	2%	0
31% - 50%	8	1%	2	1%	0
51% - 60%	3	0%	1	0%	0
61% - 80%	1	0%	1	0%	0
<i>Owners</i>					
0% - 30%	140	19%	66	20%	1
31% - 50%	261	35%	120	36%	0
51% - 60%	146	19%	66	20%	1
61% - 80%	139	18%	52	16%	0
<i>Homeless</i>					
0% - 30%	42	6%	16	5%	1
31% - 50%	0	0%	0	0%	0
51% - 60%	0	0%	0	0%	0
61% - 80%	0	0%	0	0%	0
<i>Total</i>	752	100%	331	100%	

Distribution of Income Levels Assisted

First Home Plus Downpayment Assistance Program Loans Closed During Program Year 2003

	# of Persons	% of PY03 Beneficiaries	# of Units	% of PY03 Units Assisted
% AMI - Owners				
0% - 30%	90	2%	28	2%
31% - 50%	1,245	32%	461	28%
51% - 60%	910	23%	380	23%
61% - 80%	1,652	42%	766	47%
Total	3,897	100%	1,635	100%
Racial/Ethnic Group				
White	3,142	81%	1,386	85%
Black/African American	358	9%	144	9%
Asian	77	2%	20	1%
American Indian/Alaskan Native	0	0%	0	0%
Native Hawaiian/Other Pacific Islander	0	0%	0	0%
American Indian/Alaskan Native & White	0	0%	0	0%
Asian & White	0	0%	0	0%
Black/African American & White	2	0%	2	0%
American Indian/Alaskan Native & Black /African American	4	0%	1	0%
Other Multi-Racial	314	8%	82	5%
Native American	0	0%	0	0%
Asian/Pacific Islander	0	0%	0	0%
Hispanic	0	0%	0	0%
Incomplete Data	0	0%	0	0%
Total	3,897	100%	1,635	100%
Household Characteristics				
Single/Non Elderly	606	16%	592	36%
Elderly	9	0%	4	0%
Related/Single Parent	1,162	30%	438	27%
Related/Parent	1,690	43%	420	26%
Other	430	11%	181	11%
Total	3,897	100%	1,635	100%



March 2004 Board Meeting

Our goal continues to be trying to find ways to be more efficient while making the process and forms easier to understand and ensuring all appropriate regulatory and policy requirements are followed. We provided several means both verbal and written to obtain feedback and suggestions on ways to make improvements from our partners:

- A roundtable discussion during the annual Affordable Housing Conference on October 7, 2003.
- An FSP Memo requesting feedback was distributed via the IHFA-INFO e-mail list-serve and posted on our website on November 26, 2003.
- Public comment sessions were held as part of the Consolidated Plan Process in February in Vincennes, Seymour, Auburn, Crawfordsville, Rensselaer, and Rushville.
- Drafts of the applications were announced via the IHFA-INFO e-mail list-serve for comment and posted on our web site on February 13, 2004.
- Public input meetings were held on February 24, 2004 to take feedback from our partners on the draft applications. These meetings were held in Georgetown, Vincennes, New Castle, Crawfordsville, Valparaiso, and Huntington.

Outline of changes for the 2004 Draft Community Development Applications:

Foundations:

- Application Process:
 - *Number of rounds available is now two*
 - Number of applications required to be submitted was reduced and applicants must provide an application on diskette or CD
- Threshold:
 - Suspension – applicant, subrecipient, administrator, application preparer or any of their related parties may not be on the IHFA suspension list or out of compliance with any IHFA program at the time of application or at any time during the review period
- Scoring:

- Public participation points available for CDBG applicants
- Community development partnership points available for HOME CHDO and HTF applicants
- Current assets to current liabilities ratio points available for HOME CHDO and HTF applicants
- Points are available for applicants that have not been on the suspension list
- Point reduction system for applications that are not complete or contain technical errors at the time of application submission
- Eligible Activities:
 - New entitlement communities of Columbus, Hamilton County, LaPorte, and Michigan City were added
 - *Feasibility studies, predevelopment loans and seed money loans may be used for permanent supportive housing*
 - HTF match reduced from 10% to 5%
- Appendices:
 - Economic factors were updated
 - Qualified census tracts were updated

CHDO Works:

- Application Process:
 - *Number of rounds available is now two*
 - Number of applications required to be submitted was reduced and applicants must provide an application on diskette or CD
- Threshold:
 - Suspension – applicant, subrecipient, administrator, application preparer or any of their related parties may not be on the IHFA suspension list or out of compliance with any IHFA program at the time of application or at any time during the review period
 - CHDO Works recipients may not apply for funding until at least three funding rounds have passed since the board award date of their last CHDO Works award
- Eligible Applicants:
 - CHDO certification must be received at least 1 month prior to the application deadline
 - *Added in permanent supportive housing as a CHDO eligible activity*
 - *Award term increased from 12-months to 24-months*
 - *Award limitation increased from \$30,000 to \$60,000. However, only \$30,000 will be available during each 12-month period.*
- Scoring:
 - Current assets to current liabilities ratio points available
 - Points are now available for organizations that are active members of IACED, ICHHI, or another statewide community development organization
 - Points are available for applicants that have not been on the suspension list

- *Points are now available for organizations that have participated in the Consolidated Plan Forums, RHTC public hearing, regional/local continuum of care, or regional/local homeless provider network*
- *Point reduction system for applications that are not complete or contain technical errors at the time of application submission*
- Appendices:
 - Past HOME CHDO awards by county were updated
 - Economic factors were updated

Housing from Shelters to Homeownership:

- Application Process:
 - *Number of rounds available in now two*
 - Number of applications required to be submitted was reduced and applicants must provide an application on diskette or CD
- Threshold:
 - Suspension – applicant, subrecipient, administrator, application preparer or any of their related parties may not be on the IHFA suspension list or out of compliance with any IHFA program at the time of application or at any time during the review period
 - Time elapsed vs. funds drawn is being calculated from board award date instead of the execution date
 - The amount of funding available to an applicant during a 12-month period was increased from \$1,250,000 to \$1,500,000
 - The amount of funding available to an applicant for a single county during a 12-month period was increased from \$750,000 to \$1,000,000
- Eligible Applicants:
 - New entitlement communities of Columbus, Hamilton County, LaPorte, and Michigan City were added
- Scoring:
 - *Scoring sections are now split by activity types (Emergency Shelters, Youth Shelters, and Migrant Seasonal Farm Worker Housing; Transitional, Permanent Supportive and Rental Housing; Homebuyer; and Voluntary Acquisition/Demolition)*
 - Areas of chronic economic distress now have points available
 - HOME and CDBG funding per low/mod person points now available
 - Public participation points available for CDBG applicants
 - Points are now awarded for monitorings with no findings
 - Emergency and Youth Shelter applicants will receive points for participating in their local or regional Continuum of Care
 - Migrant Seasonal Farm Worker applicants will receive points for having permits in place at the time of application
 - Points were removed for applicants that had an average revenue that exceeded \$25,000
 - Current assets to current liabilities ratio points available for HOME and HTF applicants

- Removed points available for waived PMI and BMIR for homebuyer activities
- Points now available for bilingual counseling for homebuyer activities
- Points now available for transition, permanent supportive, and rental applicants that have prepared boilerplate leases and/or applications
- Points now available for applicants that have boilerplate contracts completed for services
- Point reduction system for applications that are not complete or contain technical errors at the time of application submission
- Eligible Activities:
 - *CDBG:*
 - *CDBG activity of owner occupied rehabilitation was changed to a minor modification/repair program*
 - *Minor modification/repair program includes a maximum award amount of \$300,000 with \$5,000 available per unit and a two year affordability period*
 - *Rehabilitation of permanent supportive housing now an eligible activity*
 - *CDBG activity of voluntary acquisition/demolition now included as part of the Housing from Shelters to Homeownership application with a maximum award amount of \$500,000 and a per unit amount of \$100,000*
 - In situations when the local unit of government is loaning funds to another entity or beneficiary, a title company must be used in the loan process
 - Environmental reviews completed by local units of government must have the publishers affidavit to IHFA within 21 days of the application due date
 - Site control now required only for single site activities
 - Certificate of Existence from the Indiana Secretary of State is required for subrecipients and administrators and must be less than 6 months old as of the application due date
 - Applicants of emergency, youth, transitional, and permanent supportive housing must agree to participate in the HMIS system as it becomes available in the State of Indiana
 - The ratio of funds available for draw-down of program delivery and administration funds increased from 10 to 25% at the beginning of an award
 - Underwriting Guidelines have changed in the areas of operating expenses, vacancy rate, rental income growth, operating reserves, replacement reserves, operating expense growth, requirement for minimum cash flow for developments with no hard debt
 - New development package required for developments that are scattered sites
 - *HOME:*
 - *Removed owner occupied rehabilitation from the Housing from Shelters application package. Will be looking at funding this activity via a different method.*

- *Removed homeownership counseling/down payment assistance from the Housing from Shelters application package. Will be looking at funding this activity via a different method.*
- Permanent supportive housing now an eligible activity
- IHFA recipients loaning HOME funds to another entity or beneficiary will be required to use a title company
- HOME loans between IHFA and the recipient will have a term equal to the affordability period
- Environmental reviews completed by local units of government must have the publishers affidavit to IHFA within 21 days of the application due date
- Site control now required only for single site activities
- *Allowing HOME funds to be used as a Rent-Up Reserve*
- *Temporary reduction of HOME match liability from 25% to 10%*
- Certificate of Existence from the Indiana Secretary of State is required for applicants, subrecipients, and administrators and must be less than 6 months old as of the application due date
- *Applicants of transitional and permanent supportive housing must agree to participate in the HMIS system as it becomes available in the State of Indiana*
- *The ratio of funds available for draw-down of program delivery, CHDO operating, and administration funds increased from 10 to 25% at the beginning of an award*
- Underwriting Guidelines have changed in the areas of operating expenses, vacancy rate, rental income growth, operating reserves, replacement reserves, operating expense growth, requirement for minimum cash flow for developments with no hard debt
- *Added rehabilitation/refinance as an eligible cost for transitional and permanent supportive housing*
- For all rehabilitation/refinance activities included a minimum interest rate and a maximum loan term
- *Homebuyer activities must now include at least \$50.00 per month for property taxes for new construction and between \$25.00 and \$125.00 for utility allowance for new construction or rehabilitation on their single family proforma*
- New development package required for developments that are scattered sites
-
- HTF:
 - Certificate of Existence from the Indiana Secretary of State is required for applicants, subrecipients, and administrators and must be less than 6 months old as of the application due date
 - Added permanent supportive housing as an eligible activity
 - Increased the loan amount to \$1,000,000 and may not have an outstanding balance of more than \$1,000,000
 - Maximum construction term of 2 years and maximum permanent financing of 7 years with a 30 year amortization period

- HTF match reduced from 10% to 5%
- Site control now required only for single site activities
- Removed the availability of a loan pool
- Refinancing of existing debt will only be considered if the borrower is in good standing with their current lender
- Loan terms now provided for loans between the IHFA borrower and another entity or beneficiary
- Underwriting Guidelines have changed in the areas of operating expenses, vacancy rate, rental income growth, operating reserves, replacement reserves, operating expense growth, requirement for minimum cash flow for developments with no hard debt
- New development package required for developments that are scattered sites
- The ratio of funds available for draw-down of program delivery funds increased from 10 to 25% at the beginning of an award
- Appendices:
 - Appendices for environmental review, affirmative marketing procedures, development packages, suspension policy, allowable preagreement costs, Live the Dream Own a Home, recapture/resale provisions, BMIR and tax abatement calculations, and program guideline requirements were removed. These items are still applicable to applicants but are referenced in the IHFA Implementation Manual or will be in the application forms
 - Economic factors were updated
 - Qualified census tracts were updated
 - Areas of economic distress were added
 - HOME and CDBG funding per low-moderate income person were added

HOPWA:

- Service Area:
 - The state has gained Madison County, but lost Brown, Franklin, Putnam and Washington Counties.
- Application Due Date:
 - Tentatively scheduled for April 23, 2004. This is a month earlier than last year's due date of May 23, 2003.
 - The earlier due date is to give staff ample time to get any corrected information and score the applications before making recommendations for funding.
- Award Date:
 - Tentatively scheduled for the May 20th Board Meeting. This is a month earlier than last year when we went to the Board on June 26th. The program year runs from July 1 – June 30, so making the awards in May will give us the month of June to execute award agreements and conduct the HOPWA start-up training.
- Application Forms:
 - During the application review sessions last year, we received comments that the HOPWA application was too long and that we repeated the same questions in different sections.

- We reviewed both the City of Indianapolis and Cincinnati's HOPWA applications for guidance. We also reviewed the IHFA application packages and worked closely with Allocations to create an application that asked pertinent questions so we could effectively evaluate an organization's program.
- Our application this year seeks to obtain information about an organization's capacity and financial management. The activity design section is where applicants will answer questions regarding their proposed HOPWA activity.
- We are giving points this year to activities that are consistent with the findings/recommendations of the Indiana HIV/AIDS Housing Plan. For example of one the findings/recommendations is coordinating with multiple service systems. Activities that demonstrate coordination with multiple service systems will receive 2 points.
- Based on guidelines that we received regarding assessing financial information of organizations, we are awarding points on questions that seek to determine the level of community support an organization receives. Their deficit ratio, amount of unrestricted funds available and percentage of funds derived from government and foundation grants. The percentages are the acceptable ranges for not for profits as outlines in the financial analysis guidelines we used.
- In response to HUD's performance measurement initiatives, we added questions regarding the activity's proposed outcomes and the organization's plan for evaluating the progress of those outcomes.

SECTION IV.
Homeless Activities

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Homeless Activities

The Emergency Shelter Grant (ESG), HOME Investment Partnerships Program (HOME) and Community Development Block Grants (CDBG) are the primary resources used for funding homeless activities in Indiana. The ESG may be used for rehabilitation or conversion of buildings into homeless shelters; shelter operating expenses; “essential services” (supportive services concerned with employment, health, substance abuse, and education); homeless prevention activities; and administrative costs. The ESG serves persons who are homeless or at high risk of becoming immediately homeless.

The State uses HOME funds for development, rehabilitation and preservation of affordable housing to mitigate the risk of homelessness, and development or rehabilitation of transitional housing. CDBG funding is used for construction or rehabilitation of emergency shelters and transitional housing.

During FY2003, the State received \$1.760 million in ESG dollars for non-entitlement communities throughout the State. In addition, HOME and CDBG funding was used for transitional housing development and rehabilitation and emergency and youth shelters.

This section of the CAPER discusses how these funds were used to mitigate the housing and shelter needs of the State’s homeless population.

Homelessness in Indiana

One of the greatest challenges in serving the needs of persons who are homeless is identifying the extent of their needs. Because the homeless are a transient, and often hidden population, data on the number of the population, their physical and mental health and other factors (e.g., education, financial resources, if any) are hard to measure. As a result, establishing priority needs for the homeless population can be very difficult.

The latest data from the Continuum of Care (2003) estimate the number of persons experiencing homelessness in the nonentitlement areas of the state to be 15,177. An additional 460,880 households are cost burdened – i.e., their rent or mortgage payment constitutes more than 30 percent of their monthly income – placing them at risk of homelessness. These individuals may be forced to move in with friends or relatives or live in other temporary housing because of difficulties in finding housing of their own.

Priority Needs

The State's FY2003 Consolidated Plan goals and objectives directly related to persons who are homeless included:

Goal: Strengthen and expand the State's Continuum of Care for persons who are homeless.

- Continue to submit an annual SuperNOFA application to fund continuum of care activities.
- Create regional Continuum of Care consortia to coordinate Continuum of Care activities and provide guidance on specific needs.
- Continue statewide nonprofit training provided by ICHHI for SuperNOFA grant applications.
- Expand the funding available for shelter and transitional housing development in IHFA's Housing from Shelters to Homeownership program.
- Continue working to improve the Family and Social Service Administration's (FSSA's) Emergency Shelter Grant (ESG) applications and scoring process to emphasize continuum of care services.
- Implement a Homeless Management Information System (HMIS) between 2002 and 2004.

The State used ESG, HOME, CDBG, and HOPWA funds, in addition to non-federal resources, to meet the goals and objectives summarized above. A complete description of the action items accomplished to meet the goals for the 2003 program year is included in Section II of this CAPER. This section provides more specific information on how HUD funds, especially ESG, were used to meet the goals and carry out the action items targeted to persons who are homeless.

Continuum of Care

One of the top-level goals of the 2000 five-year Consolidated Plan was to enhance the State's Continuum of Care. The Continuum of Care is evolving from an informal network of continuums (some better organized than others) into a formalized, coordinated statewide care network. The State has been working to develop the Continuum into an organized network with defined regions where funding can be concentrated to meet each region's greatest needs.

Continuum of Care administration. Leadership for developing a formalized Continuum of Care network in the past has occurred at the state level through ICHHI, with assistance from the three recipient agencies for the Consolidated Plan: IDOC, IHFA, and FSSA. During the FY2002 program year, the State determined that the process required a greater level of commitment and involvement at the state level. As a result, the State recreated the Interagency Council on the Homeless (Council).

The Council was organized to accomplish the following:

- A. Assess the barriers within State government to addressing the needs of homeless individuals. Work to overcome these barriers.
- B. Identify State and Federal resources that could be, but are not currently, used to address the needs of homeless individuals.
- C. Provide for better cooperation and coordination among State agencies that provide programs for homeless individuals.
- D. Determine how a Homeless Management Information System could be structured and implemented for homeless providers in Indiana.
- E. Identify the various regions for the balance of state Continuum of Care and a representative from each region that will sit on a subcommittee or task force.
- F. Oversee the work of the Continuum of Care regions to ensure they are active and functioning. Develop a reporting system for the regions to the council.
- G. Assess the needs of homeless individuals in Indiana and identify gaps in services.

Continuum of Care progress. A formalized Continuum of Care development process began during the 2000 program year with the organization of a Continuum of Care Coordinating Committee. The Committee developed key contacts throughout the State who are involved in delivery of services to the homeless. Members of the Committee also met with administrators of the State of Kentucky Continuum of Care – the model that Indiana is using to construct its network.

The Committee's goals for program years 2001 and 2002 included:

- Developing defined State Continuum of Care regions;
- Establishing deputies, or key points of contact, in each region;
- Researching use of the Homeless Management Information system (HMIS) software packages to ensure that information systems would be compatible throughout the State;
- Furthering development of the State's Continuum of Care system, using Kentucky as a model; and
- Conducting training on the Continuum of Care approach and development.

The formation of the Interagency Council on the Homeless (the Council) effectively dissolved the Continuum of Care Coordinating Committee. At the time it was dissolved, the Continuum of Care regions had been drafted. Local agencies in the regions were meeting regularly to coordinate their efforts, identify gaps in local services, and work to overcome the existing barriers to addressing the needs of the homeless. Some of the regions are more active and organized than others.

Since its formation in March 2002, the Council has been working on and/or accomplished a number of tasks related to the Continuum of Care:

1. The Council established a Homeless Task Force. The Task Force has collected information on the various types of funding available to assist persons who are homeless in the State and established a set of goals for ending chronic homelessness. One of the goals is to give preferences to new Continuum of Care projects that serve chronically homeless persons.
2. The Council has established priority guidelines for evaluating projects that are submitted for the State Continuum of Care. In sum, these guidelines include giving priorities to projects serving persons with disabilities, funding housing projects, and providing permanent housing.
3. An HMIS Task Force was developed and has overseen the process of HMIS. Foothold Technology was picked as the software company to implement the service. A contract was signed in February 2004. The ESG Application for Funding was sent out in December 2003 and there was a statement in the application that the facilities who apply for ESG will be required to use the HMIS system. Since the Task Force has met all of its objectives, it decided to disband. Future implementation efforts will be carried out by the Indiana Coalition on Housing and Homeless Issues.
4. Forty agencies and 80 users have been trained to use HMIS.
5. In 2003 the Council submitted 22 Continuum of Care projects to HUD totaling approximately \$9,800,000. The state received funding for 20 projects totaling \$8,360,589.
6. The Council continued to work on the State's Plan to End Chronic Homelessness.
7. In 2003 Lake County joined the Indiana Balance of State application for Continuum of Care, the City of Fort Wayne joined in 2004.

Recipient involvement. The new Council includes representatives from all three of the recipient agencies. The Executive Director of IHFA chairs the committee.

FSSA has assisted in enhancing the State's Continuum of Care through implementing scoring preferences on the ESG application that emphasize Continuum of Care activities and encourage shelter participation in local networks. HMIS is in place and a number of facilities are hooked up to the reporting system. Sixty agencies have completed HMIS training and 40 percent of the agencies have enrolled and are entering data into the system as of August 19, 2004. Recipients are now required to be part of the system to receive ESG funding. FSSA has also been working with other committee members to evaluate how the ESG and Continuum of Care functions could be more integrated.

During program year 2001, FSSA awarded Shelter Plus Care funds to Community Action of Northeast Indiana, who will receive \$900,000 over five years, which will produce approximately 50 vouchers for housing and utility payments. Populations to be served include persons who are homeless and disabled and who may have other special needs.

The State recently received another Shelter Plus Care award of \$2.2 million. On April 28, 2003, FSSA held a statewide Shelter Plus Care training about the program and the additional funds. The award administrator from FSSA will be training staff about the program. FSSA also holds regular meetings with domestic violence shelters throughout the State to better understand their needs.

IHFA has also played a key role in developing the Continuum of Care. IHFA has an annual set aside of \$3.5 million dedicated to homeless initiatives.

In addition, IHFA was the original award recipient for FY2002 Continuum of Care funding for the first phase of implementing HMIS to the balance of the state. In September 2003, the IHFA Board of Directors approved a modification naming ICHHI as the award recipient for the remainder of the award period. The original award was \$252,000 and is over a three-year period. IHFA provided a \$60,000 match.

Emergency Shelter Grant

Activities funded. During the 2003 program year, the State of Indiana received an Emergency Shelter Grant of \$1.736 million and a Community Services Block Grant (CSBG) of \$24,000 to use for homeless shelter support, services and operations, homeless prevention activities and limited administrative costs. The ESG award and CSBG match was administered by the Family and Social Services Administration (FSSA).

Section II of the CAPER contains the State's five-year Consolidated Plan objectives and the 2003 program year Action Plan. ESG activities for program year 2003 supported the goals of both. The homeless prevention activities funded by the ESG program – specifically, the rental and mortgage payment assistance to prevent eviction and foreclosure – helped to preserve affordable housing for those at risk of homelessness. The essential service activities funded job training and education activities for the very low-income residents of homeless shelters. Through the provision of operating dollars to existing shelters, ESG funds were a critical component in preserving and strengthening the safety net for the State's special needs groups.

As in past years, the State chose to allocate this funding to three primary activities: essential services, operations, and homeless prevention activities. These types of activities are described below.

Essential Services. In program year 2003, approximately \$280,000 or 16 percent of total ESG award spent during the program year, was allocated to essential services. Essential services consist of supportive services provided by shelters for persons who are homeless. These services vary, as they are tailored to client needs. In general, essential services consist of the following:

- Employment services: job placement, job training, and employment counseling;
- Health care services: medical and psychological counseling, nutrition counseling, and substance abuse treatment; and
- Other services: Assistance in locating permanent housing and income assistance, child care and transportation.

Shelter Operations. Seventy-two percent of the ESG funds spent by the State for program year 2003 – \$1.263 million – was allocated to shelter operation activities. These funds were used by shelters for operating and maintenance costs, shelter lease costs, capital expenses, payment of utilities, purchases of equipment and furnishings, provision of security, and purchase of food.

The State believes that the greatest need of shelters is for operational subsidies. Running a shelter for the homeless is a difficult business: the work is challenging and intense, staff turnover can be high, client needs almost always exceed the services available and funding is scarce and very competitive. Given these factors, it has been the policy of the State to allocate the majority of ESG funding to shelter operations. The State has chosen not to allocate ESG funding to rehabilitation or redevelopment of buildings into shelters for two reasons: 1) The need for operational funding is so great, and 2) The CDBG program administered by IHFA provides funding for shelter construction and redevelopment.

Homeless Prevention. The State believes in taking a proactive approach to the problem of homelessness. Once a person becomes homeless, it can be very difficult to move them back into permanent housing. During the 2003 program year, the State allocated \$107,000, or 6 percent of ESG funding, to homeless prevention activities.

The State assisted those at risk of becoming homeless through the following:

- Short term rental and mortgage subsidies to prevent evictions or foreclosures;
- Payment of apartment security deposits;
- Mediation of landlord/tenant disputes; and
- Provision of legal services for tenants in eviction proceedings.

Remainder of ESG. Approximately \$88,000 (5 percent) of the 2003 award was used for administration and the remaining balance of \$21,000 was unallocated.

Donations. Cash and in-kind donations from private individuals, organizations and other government entities provide another vital source of funding for the State's shelters. These donations came from a variety of sources including foundations and nonprofit organizations, local fund drives and small individual contributions. The majority of the in-kind donations consists of volunteer labor, but may also be made up of tangible goods (e.g., furniture, clothing, equipment)¹.

Exhibit IV-1 shows the level of matching funds received in program years 1999 through 2003 along with a ratio of matching funds to the total amount of award in both years.

¹ FSSA audits the components of the in-kind donations and calculations used to derive the donation amount during on-site monitoring.

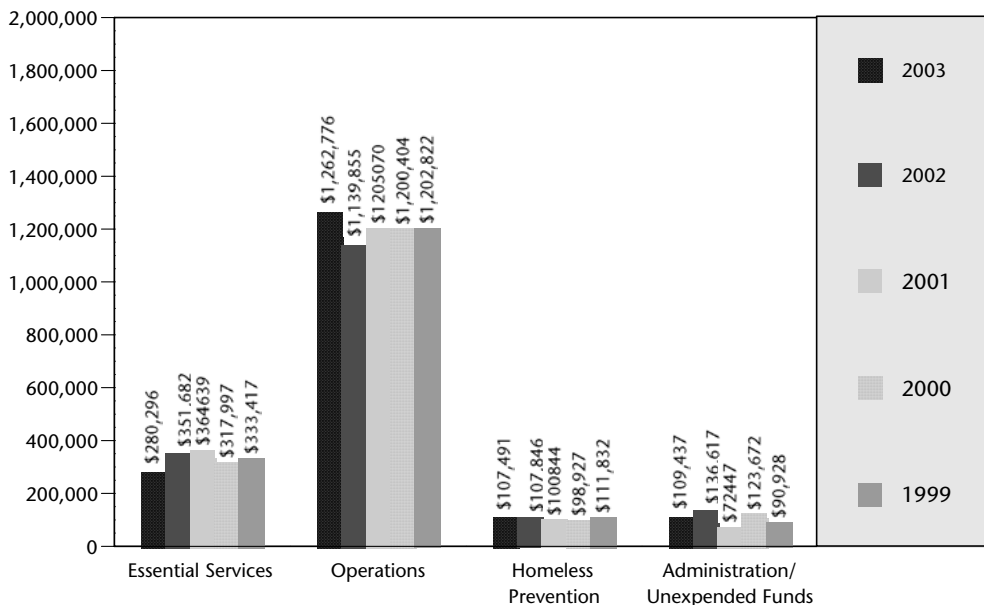
Exhibit IV-1.**Cash and In-Kind Funding, ESG Program Years 1999 through 2003**

Program	FY1999	FY2000	FY2001	FY2002	FY2003
Cash Match	\$1,809,550	\$1,162,529	\$997,492	\$869,976	\$751,436
In-Kind Match	\$801,514	\$1,321,985	\$1,162,320	\$986,750	\$899,127
Total Match	\$2,611,064	\$2,484,514	\$2,159,812	\$1,857,829	\$1,650,563
Cash Match to Total Amount of Awards	1.06	0.72	0.60	0.50	0.43
Total Match to Total Amount of Awards	1.53	1.54	1.29	1.07	0.94

Source: Indiana Family and Social Services Administration.

Overall Program Year Allocation

Exhibit IV-2 on the following page shows how funding was been allocated among essential services, operations and homeless prevention activities in program years 1999 through 2003. The funding distribution has remained very consistent over the five years.

Exhibit IV-2.**Allocation of ESG Award by Activity Type, Program Years 1999 through 2003**

Source: Indiana Family and Social Services Administration.

As Exhibit IV-3 demonstrates, the average award amounts have been very similar over the last four years. In 2003, the ESG supported a similar number of awards than in years past; the number of beds supported by the award was about average compared to those supported between 1999 and 2003.

Exhibit IV-3.
Summary Statistics, ESG Funding Program Years 1999 through 2003

Category	FY1999	FY2000	FY2001	FY2002	FY2003
Number of Grants	72	87	89	91	90
Number of Beds	2,532	3,296	3,347	3,096	3,187
Average Award	\$23,691	\$18,590	\$18,562	\$18,737	\$18,756
Highest Award Amount	\$60,000	\$43,421	\$43,698	\$40,000	\$40,000
Lowest Award Amount	\$5,500	\$9,200	\$10,000	\$9,977	\$9,700

Source: Indiana Family and Social Services Administration.

Award monitoring. FSSA closely monitors the shelters it funds. FSSA has developed a comprehensive monitoring tool that is used in personal visits to shelters.

The purpose of the monitoring is twofold:

- To ensure that the shelters receiving a award are in compliance with program regulations; and
- To better identify needs of the State's shelters and homeless populations.

In 2003, 25 percent of the shelters were visited and monitored and 12 Domestic Violence Peer Reviews conducted. A copy of the monitoring tool developed and used by FSSA is attached to this section. The shelters were evaluated by a monitoring tool utilized by the ESG specialist. The tool covers services the shelters provide through essential services, operational services and homeless prevention. Also the tool and the site visit cover mainstream resources, volunteers, financials, ESG match, fees, personnel issues, facility inspection, Continuum of Care and support from the community, and any pending issues.

In addition to ESG specific monitoring, an FSSA representative attends peer review meetings conducted by the State's domestic violence shelters. The review consists of a tour of the facility and an audit of case management files.

Beginning in FY2004, shelters will be required to complete a monthly ESG Performance Report to FSSA. The report will report number and type of clients served during the month and the shelters progress on achieving their goals. A copy of the performance report and its application to meeting HUD's new performance based measurement approach is discussed in Section VI.

HOME and CDBG Funding

IHFA has developed a "Homeless Initiative," which involves an annual commitment of HOME and CDBG funds to emergency shelter and transitional housing projects. In 2003, IHFA dedicated almost \$1.2 million to such projects.

During the FY 2003 program year, this set aside was used to fund a transitional housing project, an emergency shelter project, and a youth shelter project. Exhibit IV-4 shows the recipients, programs, anticipated number of units funded, award amounts and activities for these projects.

In addition to funding projects that directly assist persons who are homeless, HOME and CDBG funds are used in the provision and preservation of affordable housing, which benefit persons at risk of homelessness.

Exhibit IV-4.

Shelter and Transitional Housing Funded by HOME and CDBG, Program year 2003

Grantee	GI_Description	County	Anticipated Units	Award Amount
Heart House, Inc.	Transitional Housing - Rehabilitation	Ripley	12	\$498,000
Madison County	Emergency Shelter - New Construction	Madison	30	\$500,000
Harrison County	Youth Shelter - New Construction	Harrison	10	\$200,000

Source: Indiana Housing Finance Authority.

During FY2003, the awards made by IHFA were received by the following targeted populations with special needs:

- Elderly – 21 awards;
- Single Parent – 29 awards;
- Developmentally Disabled – 10 awards;
- Mental Disability – 1 award;
- Physical Disability – 23 awards;
- Homeless Family – 4 awards;
- Homeless Men – 1 awards; and
- Homeless Women – 2 awards.

Self Evaluation

In preparation for the coming operational and fiscal year, FSSA considers ways to improve implementation of the ESG program. One of the major focuses during the 2003 program year was improving the submission and quality of the reports required by recipients. Other ESG accomplishments include:

- Held ESG Training for all shelters across the state in December 2003 and August 2004.
- Required all contracts with the shelters to be performance based. The shelters picked three goals out of 15 options. The shelters were required to meet the percentage goal by the end of the fiscal year.
- Completed a web site (<http://www.in.gov/fssa/families/housing/esg.html>) with necessary forms and information about ESG for public viewing and for the recipients.
- The HMIS Task Force selected a software program, AWARDS with Foothold Technology, and implemented the HMIS system through the collaboration with ICCHI.

- Continued participation in the Homeless Task Force, Chronic Homeless Committee, Indiana Interagency Council on Homeless, HMIS Task Force Committee, Chronic Homeless Task Force Committee, Consolidated Plan Committee, and Continuum of Care Committee.
- HMIS Task Force was dissolved as the goals of the committee were met.
- Chronic Homeless Task Force Committee developed a plan for Indiana to end chronic homelessness. The final draft will be sent to HUD upon approval of the plan.
- Started a new committee with Head Start to evaluate the need of homeless children and how Head Start can better serve this population at shelters and at schools.
- Began the collection of data, through progress reports, regarding the number of chronically homeless population at shelters.
- Updated monitoring tool to now request information on how clients are referred to mainstream resources.
- Provided consistent distribution of information to shelters regarding alternate funding sources and collaboration within local and federal government.

For FY2005, FSSA will add a question to the shelter monitoring tool requesting specifically how the shelter is transitioning their clients into permanent housing. Many of the shelters and transitional housing developments have plans and guidelines in place on how to transition a client from emergency shelter or transitional housing into permanent housing. For example, many of the shelters either assist the client in setting up a saving account while at the shelter and/or help with the location of low-income apartments or federal housing assistance.

Summary

Exhibit IV-5 on the following pages lists the shelters that received funding for program year 2003, along with the amount and type of award received, cash and in-kind matches and the estimated number of beds provided.

Exhibit IV-5.
Program Year 2003 ESG Awards Awarded

Grantee	County	Essential Services	Operations	Homeless Prevention	Total Award Spent	Cash Match	In-Kind Match	Total Match	Number of Beds
Adams Wells Crisis Center	Adams	\$3,996	\$4,000	\$2,000	\$9,996	\$4,790	\$5,206	\$9,996	20
AIDS Ministries/Aids Assist of North Indiana, Inc.	St Joseph	\$4,657	\$7,675	\$3,193	\$15,525	\$0	\$15,525	\$15,525	27
Albion Fellows Bacon Center	Vanderburgh	\$1,500	\$11,251	\$0	\$12,751	\$12,751	\$0	\$12,751	36
Alternatives Inc.	Madison	\$1,500	\$37,000	\$1,500	\$40,000	\$15,193	\$24,807	\$40,000	24
Archdiocese of Indpls/St. Elizabeth's Reg.Maternity Center	Floyd	\$8,804	\$21,221	\$0	\$30,025	\$0	\$30,025	\$30,025	22
Archdiocese/Catholic Social Srvs of Central Indiana	Marion	\$2,138	\$22,979	\$2,137	\$27,254	\$27,254	\$0	\$27,254	85
Christian Community Action of Porter County, Inc.	Porter	\$1,000	\$6,330	\$2,970	\$10,300	\$10,300	\$0	\$10,300	30
Christian Love Help Center	Henry	\$3,800	\$4,200	\$2,000	\$10,000	\$7,170	\$2,830	\$10,000	15
Citizens Concerned for the Homeless, Inc.	LaPorte	\$1,724	\$19,757	\$0	\$21,481	\$18,259	\$3,222	\$21,481	19
Columbus Regional Shelter for Victims of DV (turning point)	Bartholomew	\$0	\$13,968	\$0	\$13,968	\$0	\$13,968	\$13,968	22
Community & Family Services, Inc.	Huntington	\$3,120	\$6,281	\$750	\$10,151	\$0	\$10,151	\$10,151	10
Community Action Program of Evansville & Vanderburgh Co	Vanderburgh	\$0	\$26,601	\$3,497	\$30,098	\$0	\$30,098	\$30,098	5
Community Anti-Violence, Inc.(non residential)	Steuben	\$1,000	\$1,000	\$8,000	\$10,000	\$1,000	\$9,000	\$10,000	N/A
Community Service Center of Morgan County, Inc.	Morgan	\$3,365	\$29,070	\$7,565	\$40,000	\$10,088	\$29,912	\$40,000	31
Coordinated Asst.Ministries (Salv. Army Kokomo) (Day Center)	Howard	\$0	\$10,000	\$0	\$10,000	\$0	\$10,000	\$10,000	1
Council on Domestic Abuse, Inc. (CODA)	Vigo	\$0	\$10,000	\$0	\$10,000	\$0	\$10,000	\$10,000	23
Crisis Center, Inc. A Youth Service Bureau	Lake	\$0	\$10,000	\$0	\$10,000	\$2,509	\$7,491	\$10,000	52
Crisis Connection, Inc.	Dubois	\$0	\$10,800	\$5,200	\$16,000	\$5,807	\$10,193	\$16,000	35
Dayspring Center, Inc.	Marion	\$5,500	\$13,975	\$0	\$19,475	\$1,335	\$18,140	\$19,475	60
Dismas Inc./Dismas of Michigan	St. Joseph	\$3,624	\$6,800	\$0	\$10,424	\$5,727	\$4,697	\$10,424	15
ECHO Housing Corp	Vanderburgh	\$0	\$25,900	\$0	\$25,900	\$0	\$25,900	\$25,900	55
Emmaus Mission Center, Inc.	Cass	\$0	\$10,100	\$0	\$10,100	\$0	\$10,100	\$10,100	48
Evansville Goodwill Industries	Vanderburgh	\$6,646	\$15,510	\$0	\$22,156	\$22,156	\$0	\$22,156	72
Family Crisis Shelter of Montgomery County, Inc.	Montgomery	\$1,250	\$9,000	\$750	\$11,000	\$0	\$11,000	\$11,000	64
Family Services of Delaware County	Delaware	\$2,000	\$22,300	\$0	\$24,300	\$1,279	\$23,021	\$24,300	24
Family Services of Elkhart/Elkhart Co Women's Shelter	Elkhart	\$1,500	\$23,331	\$0	\$24,831	\$22,348	\$2,483	\$24,831	46
Family Services Society, Inc.	Grant	\$2,117	\$26,261	\$418	\$28,796	\$14,398	\$14,398	\$28,796	20
Fort Wayne Women's Bureau Inc.	Allen	\$0	\$15,000	\$0	\$15,000	\$15,000	\$0	\$15,000	46
Gary Commission on the Status of Women (City of Gary)	Lake	\$0	\$21,000	\$9,000	\$30,000	\$0	\$30,000	\$30,000	29
Genesis Outreach, Inc.	Allen	\$4,000	\$9,400	\$0	\$13,400	\$13,400	\$0	\$13,400	12

Source: Indiana Family and Social Services Administration.

Exhibit IV-5, continued.
Program Year 2003 ESG Awards Awarded

Grantee	County	Essential Services	Operations	Homeless Prevention	Total Award Spent	Cash Match	In-Kind Match	Total Match	Number of Beds
Gennesaret Free Clinic, Inc.	Marion	\$9,600	\$2,400	\$0	\$12,000	\$12,000	\$0	\$12,000	8
Goshen Interfaith Hospitality Network	Elkhart	\$1,740	\$23,213	\$0	\$24,953	\$0	\$24,953	\$24,953	14
Hancock Hope House, Inc.	Hancock	\$500	\$23,679	\$0	\$24,179	\$24,179	\$0	\$24,179	56
Haven House Services, Inc.	Clark	\$22,817	\$14,183	\$0	\$37,000	\$0	\$37,000	\$37,000	157
Haven House, Inc.	Lake	\$0	\$10,000	\$0	\$10,000	\$10,000	\$0	\$10,000	19
Heart House, Inc.	Delaware	\$0	\$10,000	\$0	\$10,000	\$10,000	\$0	\$10,000	63
Hope House, inc.	Allen	\$5,000	\$8,000	\$0	\$13,000	\$11,050	\$1,950	\$13,000	29
Horizon House, Inc.(Day Center)	Marion	\$7,030	\$26,553	\$3,000	\$36,583	\$36,583	\$0	\$36,583	N/A
Housing Authority of the City of Greencastle	Putnam	\$0	\$13,459	\$0	\$13,459	\$13,459	\$0	\$13,459	38
Housing Opportunity	Porter	\$3,000	\$6,700	\$300	\$10,000	\$10,000	\$0	\$10,000	16
Human Services, Inc.	Bartholomew	\$10,051	\$16,792	\$5,837	\$32,680	\$32,680	\$0	\$32,680	34
Indianapolis Interfaith Hospitality Network, inc.	Marion	\$2,000	\$800	\$6,900	\$9,700	\$0	\$9,700	\$9,700	28
Interfaith Mission, Inc.	Whitley	\$4,217	\$9,083	\$0	\$13,300	\$9,083	\$4,217	\$13,300	34
Jackson County Central Services(Anchor House)	Jackson	\$1,656	\$8,344	\$0	\$10,000	\$10,000	\$0	\$10,000	22
Knox County Task Force Against Domestic Violence	Knox	\$0	\$10,000	\$0	\$10,000	\$7,961	\$2,039	\$10,000	12
Kosciusko County Shelter for Abuse, Inc. (Beaman Home)	Kosciusko	\$11,000	\$26,509	\$0	\$37,509	\$0	\$37,509	\$37,509	21
Lafayette Transitional Housing Center, Inc. (Day Center)	Tippecanoe	\$14,879	\$25,121	\$0	\$40,000	\$40,000	\$0	\$40,000	25
Lafayette Urban Ministry	Tippecanoe	\$4,296	\$13,900	\$5,000	\$23,196	\$0	\$23,196	\$23,196	46
Life Choice, Inc.	Vanderburgh	\$0	\$23,535	\$0	\$23,535	\$23,535	\$0	\$23,535	33
Life Treatment Centers, Inc.	St. Joseph	\$6,313	\$18,737	\$0	\$25,050	\$0	\$25,050	\$25,050	48
Margaret Alexander C.H.I.L.D. Center Inc.	Allen	\$3,000	\$7,000	\$0	\$10,000	\$6,500	\$3,500	\$10,000	36
Marion Home Foundation, In .	Lake	\$19,374	\$1,626	\$0	\$21,000	\$1,597	\$19,403	\$21,000	10
Martin Luther King Comm. Develop Corp (Coburn Place)	Marion	\$4,750	\$5,250	\$0	\$10,000	\$10,000	\$0	\$10,000	113
Mental Health Association in Indiana (Day Center)	Tippecanoe	\$8,830	\$18,965	\$2,200	\$29,995	\$7,313	\$22,682	\$29,995	11
Middle Way House, Inc.(Martha's House incld)	Monroe	\$20,853	\$17,331	\$0	\$38,184	\$0	\$38,184	\$38,184	29
Noble House, Inc.	Noble	\$2,999	\$7,000	\$0	\$9,999	\$0	\$9,999	\$9,999	32
North Central Indiana Rural Crisis	Jasper	\$290	\$11,354	\$937	\$12,581	\$0	\$12,581	\$12,581	16
Open Door Community Services, Inc.	Delaware	\$9,131	\$30,868	\$0	\$39,999	\$520	\$39,479	\$39,999	24
Prisoner and Community Together, Inc.	Washington	\$0	\$7,000	\$3,000	\$10,000	\$0	\$10,000	\$10,000	19
Project Stepping Stone of Muncie, Indiana	Delaware	\$0	\$10,000	\$0	\$10,000	\$0	\$10,000	\$10,000	16
Providence Self Sufficiency Ministries, Inc.	Floyd	\$1,000	\$8,900	\$1,100	\$11,000	\$8,031	\$2,969	\$11,000	25

Source: Indiana Family and Social Services Administration.

Exhibit IV-5, continued.
Program Year 2003 ESG Awards Awarded

Grantee	County	Essential Services	Operations	Homeless Prevention	Total Award Spent	Cash Match	In-Kind Match	Total Match	Number of Beds
Quest for Excellence, Inc.	Marion	\$1,200	\$18,033	\$600	\$19,833	\$0	\$19,833	\$19,833	50
Richmond/Wayne County Halfway House, Corp.	Wayne	\$0	\$12,000	\$0	\$12,000	\$12,000	\$0	\$12,000	52
Roosevelt Mission	Greene	\$625	\$21,183	\$3,625	\$25,433	\$25,433	\$0	\$25,433	20
Safe Passage, Inc.(Day Center)	Ripley	\$28	\$9,239	\$733	\$10,000	\$8,662	\$1,338	\$10,000	N/A
Salvation Army - Evansville	Vanderburgh	\$595	\$14,332	\$500	\$15,427	\$0	\$15,427	\$15,427	40
Salvation Army - Harbor Lights	Marion	\$5,000	\$23,992	\$185	\$29,177	\$29,177	\$0	\$29,177	79
Salvation Army of Vincennes (non residential)	Knox	\$0	\$0	\$9,883	\$9,883	\$0	\$9,883	\$9,883	N/A
Salvation Army Social Service Center Shelter, Inc.	Marion	\$10,212	\$14,589	\$4,376	\$29,177	\$29,177	\$0	\$29,177	85
St. Jude House, Inc.	Monroe					CLOSED			
Stepping Stone Shelter for Women, Inc.	Lake	\$0	\$11,081	\$0	\$11,081	\$11,081	\$0	\$11,081	30
Stepping Stones for Veterans, inc.	LaPorte	\$0	\$11,957	\$0	\$11,957	\$11,957	\$0	\$11,957	33
The Caring Place, Inc.	Madison	\$5,500	\$5,500	\$2,200	\$13,200	\$4,200	\$9,000	\$13,200	62
The Center for the Homeless, Inc.	Porter	\$500	\$22,500	\$0	\$23,000	\$23,000	\$0	\$23,000	24
The Center for Women and Families	St. Joseph	\$0	\$33,409	\$0	\$33,409	\$0	\$33,409	\$33,409	132
The Genesis Place, Inc.	Floyd	\$0	\$30,000	\$0	\$30,000	\$4,507	\$25,493	\$30,000	34
The House of Bread and Peace	Grant	\$0	\$23,284	\$0	\$23,284	\$23,284	\$0	\$23,284	34
The Julian Center, Inc.	Vanderburgh	\$0	\$10,300	\$0	\$10,300	\$0	\$10,300	\$10,300	23
The Salvation Army - Lafayette	Marion	\$0	\$32,000	\$0	\$32,000	\$0	\$32,000	\$32,000	84
Twin Oaks Housing Corporation	Tippecanoe	\$1,236	\$6,228	\$2,636	\$10,100	\$10,100	\$0	\$10,100	20
United Caring Shelters	Montgomery	\$0	\$4,500	\$5,500	\$10,000	\$0	\$10,000	\$10,000	0
Vincent House, Inc.	Vanderburgh	\$0	\$19,114	\$0	\$19,114	\$0	\$19,114	\$19,114	54
Youth Service Bureau of St. Joseph County, Inc.	Allen	\$4,500	\$10,500	\$0	\$15,000	\$15,000	\$0	\$15,000	38
YWCA Family Intervention Center of Kokomo	St. Joseph	\$0	\$11,751	\$0	\$11,751	\$0	\$11,751	\$11,751	10
YWCA of Evansville	Howard					CLOSED			
YWCA of Fort Wayne	Vanderburgh	\$4,472	\$6,079	\$0	\$10,551	\$10,551	\$0	\$10,551	50
YWCA of Greater Lafayette	Allen	\$500	\$9,700	\$0	\$10,200	\$10,200	\$0	\$10,200	49
YWCA of Richmond	Tippecanoe	\$4,100	\$9,554	\$0	\$13,654	\$13,654	\$0	\$13,654	27
YWCA of St. Joseph	Wayne	\$0	\$15,000	\$0	\$15,000	\$0	\$15,000	\$15,000	25
TOTAL	St. Joseph	\$4,260	\$9,939	\$0	\$14,199	\$14,199	\$0	\$14,199	150
		\$280,296	\$1,262,776	\$107,491	\$1,650,563	\$751,436	\$899,127	\$1,650,563	3,187

Source: Indiana Family and Social Services Administration.

**STATE OF INDIANA
DIVISION OF FAMILY AND CHILDREN**

**EMERGENCY SHELTER GRANT
2002 - 2004 MONITORING TOOL**

Grantee: _____ Grant Amount \$ _____
Address: _____ Contract # _____
City: _____
Assessment Date: _____ Grant Period: _____

Grantee Staff Present	Title	Consultant
_____	_____	_____
_____	_____	_____

Current Program Issues

Explain the services provided by your shelter.

Explain how the shelter utilizes ESG funds to provide these services in the following categories?

Supportive Services: _____

Operational Services: _____

Homeless Prevention: _____

How do you verify the person's status of being homeless or at risk of becoming homeless? _____

What records do you maintain to document their eligibility? _____

What is your current performance based options and the objectives for the options? _____

Administrative Questions:

What agencies has the grantee coordinated with to provide services in their area? Give an example of this coordination. _____

Does the agency subcontract for any of its services? Yes _____ No _____

If yes, who and what services are provided? _____

How does the agency monitor the effectiveness of those services? _____

Is the agency a part of a local network of service providers? Yes _____ No _____

How does the facility measure its success in delivering these services? _____

Does this meet the agency's goal in providing these services? Yes _____ No _____

Explain:

How many volunteers does the agency use in the delivery of its services? _____

Give an example of how volunteers have been used in the last year? _____

Give an example of volunteer training that was held within this contract year? _____

Financial

Compare the budget and expenditures. (Sample agency expenditures against the service to be provided by the agency)

Are supportive service expenditures limited to 30% of the total expenditures? Yes _____ No _____

Are homeless prevention expenditures limited to 30% of the total expenditures? Yes _____ No _____

Under operations are any more than 10% of the expenditures used for staff salaries? Yes _____ No _____

Has or will the shelter spend 100% of the grant? Yes _____ No _____

Comments on budget/Expenditures:

Does the agency charge the recipient fees? Yes _____ No _____

If so, how are the fees used as program income, i.e. used to provide additional ESG services? _____

Is the shelter applying a match according the grant requirements? Yes _____ No _____

Sample records and give examples of match being applied, (including source and values). _____

Comments on Financial Section:

Personnel

Is there a written grievance procedure for staff and volunteers? Yes _____ No _____

Facility Inspection

Is the shelter clean and well maintained? Yes _____ No _____

Are the following policies or procedures posted in the agency:

Hand-washing reminders in the kitchen and bathroom? Yes _____ No _____

House rules in the residential area? Yes _____ No _____

Emergency evacuation diagrams in each room? Yes _____ No _____

Weather emergency procedures in the residential area? Yes _____ No _____

Yes No

Yes No

Yes No

Yes No

Yes No

Yes No

Yes No

Yes No

Yes No

Yes No

Yes _____ No _____

General Comments on Walk-Around Inspection: _____

Pending Issues/Review Follow Up

List any pending issues with this provider and the resolution of these issues.

COMMENTS:

[illegible]

SECTION V.

Activities to Assist Persons with HIV/AIDS

SECTION V. HIV/AIDS

The HOPWA grant is one of the primary resources used for funding activities which benefit persons with HIV/AIDS in Indiana. HOPWA funds are used by the State for long-term rental assistance, short-term rent, mortgage and utility payments, and supportive services. The grant serves persons and families of persons with HIV and/or AIDS. The State HOPWA grant covers all areas of the State except the counties of Boone, Clark, Dearborn, Floyd, Hamilton, Hancock, Harrison, Hendricks, Johnson, Madison, Marion, Morgan, Ohio, Scott, and Shelby.

During FY2003, the State received \$791,900 in HOPWA dollars. This section of the CAPER discusses how these funds were used to mitigate the housing, shelter and supportive service needs of the State's population with HIV/AIDS.

HIV/AIDS in Indiana

Total population. In February 2003, AIDS Housing of Washington completed the *Indiana HIV/AIDS Housing Plan* for the Indiana Housing Finance Authority, the City of Indianapolis and The Damien Center. The study found that as of June 2002, there were a reported 3,368 people living with AIDS and another 3,668 people living with HIV who have not been diagnosed with AIDS statewide. Since data have been collected on the epidemic, 11,994 people have been diagnosed with HIV and/or AIDS in Indiana.

The State has divided its service areas for people with HIV/AIDS into 12 geographic regions. As of December 2003, Region 1 (Gary) and Region 7 (Indianapolis) accounted for nearly 60 percent of people with living with HIV in Indiana. However, at least 240 cumulative cases of HIV and at least 124 people living with HIV and AIDS have been reported in each region since reporting began in 1986. Exhibit V-1 presents the number of people living with HIV by region as of December 2003.

Exhibit V-1.
Number of people living
with HIV by Region,
December 2003

Source:
Indiana HIV/STD Quarterly Report,
December 2003.

Region	Counties	People living with HIV
1	Lake, LaPorte, Porter	1,047
2	Elkhart, Fulton, Marshall, Pulaski, St. Joseph, Starke	484
3	Adams, Allen, DeKalb, Huntington, Kosciusko, LaGrange, Noble, Steuben, Wabash, Wells, Whitley	435
4	Benton, Carroll, Clinton, Fountain, Jasper, Montgomery, Newton, Tippecanoe, Warren, White	144
5	Blackford, Delaware, Grant, Jay, Randolph	176
6	Cass, Hamilton, Hancock, Howard, Madison, Miami, Tipton	424
7	Boone, Hendricks, Johnson, Marion, Morgan, Shelby	3,208

**Exhibit V-1. (continued)
Number of people living
with HIV by Region,
December 2003**

Source:
Indiana HIV/STD Quarterly Report,
December 2003.

Region	Counties	People living with HIV
8	Clay, Parke, Putnam, Sullivan, Vermillion, Vigo	283
9	Dearborn, Decatur, Fayette, Franklin, Henry, Ohio, Ripley, Rush, Union, Wayne	120
10	Bartholomew, Brown, Greene, Lawrence, Monroe, Owen	243
11	Clark, Crawford, Floyd, Harrison, Jackson, Jefferson, Jennings, Orange, Scott, Switzerland, Washington	268
12	Daviess, Dubois, Gibson, Knox, Martin, Perry, Pike, Posey, Spencer, Vanderburgh, Warrick	334
Total		7,166

The Indiana State Department of Health reported of the cumulative cases of HIV and AIDS reported through December 31, 2003, 85 percent of persons with HIV/AIDS in Indiana are male, while approximately 49 percent of the population as a whole is male. In addition to males, African Americans and Hispanics/Latinos are also disproportionately more likely to have the disease. Although White residents of Indiana account for 89 percent of the State's population, only 65 percent of the State's residents with HIV and AIDS are White. Meanwhile, African Americans comprise only 9 percent of the State's population, yet account for almost one-third of residents living with HIV and AIDS.

According to the *Indiana HIV/AIDS Housing Plan*, approximately 800, or 12 percent, of the 6,408 persons with HIV/AIDS in Indiana reside in non-MSA counties; although 60 percent of the population resides in non-MSA counties.

Outstanding need. Providers of services to people with HIV/AIDS estimate that between 30 and 50 percent of the number of people with HIV/AIDS need housing. This suggests housing needs for between 2,150 and 3,583 people living with HIV/AIDS in the State. Part of the *Indiana HIV/AIDS Housing Plan* study included focus groups of people living with HIV/AIDS in Indiana. These focus groups cited housing affordability as the primary housing challenge. Other concerns noted by the focus group participants included the quality of housing that is affordable to them, the desire to live independently and confidentiality when accessing services. AIDS Housing of Washington also conducted a survey of 418 people living with HIV/AIDS throughout the State. Survey findings included:

- Survey respondents had very low-incomes;
- Many survey respondents received some housing assistance, but most still pay a large portion of their income for housing;
- Consistent with the preferences expressed, the majority of respondents lived alone and rented their homes;
- Behavioral health issues, such as mental health and substance abuse, affected a small but considerable percentage of people living with HIV/AIDS; and
- Many respondents had experienced homelessness.

The survey also collected income and cost burden data of respondents. Exhibit V-2 on the next page summarizes median income, median housing costs and the cost burden of respondents by region.

**Exhibit V-2.
Income and Cost Burden of
Survey Respondents, 2001-
2002**

Source:
AIDS Housing of Washington, *Indiana
HIV/AIDS Housing Plan*, February 2003.

Region	Median Income	Median Housing Costs	Cost Burden
Region 1 (Gary)	\$665	\$415	52%
Region 2 (South Bend)	\$597	\$371	54%
Region 3 (Fort Wayne)	\$601	\$398	52%
Region 4 (Lafayette)	\$653	\$309	52%
Region 5 (Muncie)	\$595	\$500	53%
Region 6 (Anderson)	\$787	\$467	38%
Region 7 (Indianapolis)	\$591	\$413	44%
Region 8 (Terre Haute)	\$551	\$513	78%
Region 9 (Richmond)	\$635	\$314	37%
Region 10 (Bloomington)	\$764	\$453	50%
Region 11 (Jeffersonville)	\$617	\$293	45%
Region 12 (Evansville)	\$598	\$350	43%

The *Indiana HIV/AIDS Housing Plan* reported there were 143 existing housing units for persons with HIV/AIDS in 2001 and 190 persons receiving long-term rental assistance with HOPWA dollars. Assuming the total number of persons with HIV/AIDS with a need for housing assistance to be 2,111 (30 percent of the HIV/AIDS population), the State faces an outstanding need of over 1,778 housing units for persons with HIV and AIDS. Surveys indicate that among persons living with HIV/AIDS, most desire to live in single family homes rather than apartments. The most desired types of housing subsidies are mortgage or rental assistance, followed by subsidized housing and units with some supportive services.

Barriers to housing. In addition to living with their illness and inadequate housing situations, persons with HIV and AIDS in need of housing face a number of barriers, including discrimination. The co-incidence of other special needs problems with HIV/AIDS can make some individuals even more difficult to house. For example, 10 percent of *Indiana HIV/AIDS Housing Plan* survey respondents indicated alcohol or drug use. Approximately 12 percent of HIV/AIDS survey respondents indicated mental health or psychiatric disability. Because of the frequent concurrence of substance abuse and mental illness with HIV/AIDS and the need for health care and other supportive services, many of those with HIV/AIDS can be very difficult to serve.

Additionally, the study's Steering Committee, consumers, providers of HIV/AIDS services and survey respondents identified the following barriers to achieving and maintaining housing stability:

- Poor credit;
- Recent criminal history;
- Poor rental history, including prior eviction and money owed to property managers; and
- Active substance abuse.

Housing. The 11 regions of the State that are covered by the State HOPWA funds (Region 7, which includes Indianapolis, is funded separately through the City of Indianapolis) provide a total of 143 housing units dedicated to persons living with HIV/AIDS as of 2003. In addition to the units set aside for persons with HIV/AIDS Statewide, each of the 11 geographic service areas are available to assist persons with HIV/AIDS through short-term rental assistance, long-term rental assistance, housing referrals and other supportive services. From June 2003 to June 2004, there were 142 tenant-based rental assistance vouchers. Exhibit V-3 below shows, by geographic service area, the number of persons with HIV/AIDS who were supported through either short-term or long-term rental assistance between July 2003 and June 2004.

Exhibit V-3.

Short- and Long-Term Rental Assistance for Persons with HIV/AIDS by Geographic Service Region, July 1, 2003 to June 2004

HIV Care Coordination Region (City)	Region Name	Tenant-Based Rental Assistance	Short-Term Rent, Mortgage and/or Utility Assistance
Region 1 (Gary)	Greater Hammond Community Services, Inc.	49	11
Region 2 (South Bend)	AIDS Ministries/AIDS Assist of North Indiana	17	38
Region 3 (Fort Wayne)	AIDS Task Force of Northeast Indiana	25	116
Region 4 (Lafayette)	Area IV Agency on Aging and Community Action Programs	7	16
Region 5 (Muncie)	Open Door Community Services	1	29
Region 6 (Elwood)	The Center for Mental Health	5	12
Region 8 (Terre Haute)	Area VII Agency on Aging and the Disabled/West Central Indiana Economic Development District	10	13
Region 9 (Richmond)	AIDS Task Force of Southeast Central Indiana	12	40
Region 10 (Bloomington)	Positive-Link/Bloomington Hospital	9	26
Region 11 (Jeffersonville)	Clark County Health Department (Hoosier Hills AIDS Coalition)	2	6
Region 12 (Evansville)	AIDS Resource Group and Evansville Housing Authority	2	36
Total		142	343

Note: Region 7 (Indianapolis) is funded separately through the City of Indianapolis.

Source: IHFA, June 19, 2004.

Grantee and Community

During the 2003 program year, IHFA participated in the following community activities:

- IHFA is a member of the statewide Comprehensive HIV Services Planning and Advisory Council (CHSPAC) convened by Indiana State Department of Health;
- IHFA is a member of the Indiana HIV/AIDS Alliance;
- IHFA provided monthly reports on HOPWA and affordable housing news to the Indiana HIV/STD Consumer Advisory Board;
- IHFA served on the State's Statewide Consolidated Statement of Need workgroup to assist with drafting the State's application for Ryan White Title II Funds;
- IHFA continued its strong working relationships with the City of Indianapolis, City of Cincinnati and City of Louisville – all HOPWA Eligible Metropolitan Statistical Areas (EMSA) for various counties in the state; and,
- IHFA facilitated the participation of HIV/AIDS housing providers and consumers in the State's Continuum of Care public forums and planning meetings.

Monitoring and Oversight

During FY2003, IHFA reviewed a copy of every client application and provided assistance for completeness. During the program year, IHFA conducted a start-up training for all HOPWA award recipients. IHFA instructed the recipients on the applicable HOPWA regulations and outlined all IHFA policy and procedures that govern the HOPWA program. IHFA also provided oversight through on-site technical assistance visits, desktop technical assistance via telephone and e-mail. IHFA also communicated policy changes and clarifications to project sponsors via HOPWA program memos. IHFA's website also contained a section on HOPWA and project sponsors were directed to visit the website for information (<http://www.in.gov/ihfa/comdev/hopwa/hopwa.htm>).

Project Accomplishments

This section discusses how HOPWA funds were allocated and the projects that were funded during the program year 2003 in which IHFA administered the grant.

Allocation of funds. In order to ensure statewide access to HOPWA funds, IHFA assigned a maximum funding amount available in each region of the state. IHFA utilizes the Indiana State Department of Health (ISDH) HIV Care Coordination Regions. In addition, IHFA worked closely with the three Eligible Metropolitan Statistical Areas (EMSA) that serve the Indiana counties outside of our allocation, the Cities of Indianapolis, Cincinnati and Louisville.

HOPWA funds were allocated using ISDH's most current epidemiological data (December 2002) showing the current number of reported HIV/AIDS cases in each county. The total number of cases per county were assigned a percentage in relation to the total number of reported HIV/AIDS cases in all of the counties outside of EMSA's. Each of those counties served by the state received a corresponding percentage of HOPWA funds. The totals of all counties in a region were added resulting in the final total for each region.

Exhibit V-4.
HOPWA Funding Allocations by Region, PY2003

Region	Funding Amount
<i>Region 1</i> Lake, LaPorte, Porter	\$222,111
<i>Region 2</i> Elkhart, Fulton, Marshall, Pulaski, St. Joseph, Starke	\$104,159
<i>Region 3</i> Adams, Allen, DeKalb, Huntington, Kosciusko, LaGrange, Noble, Steuben, Wabash, Wells, Whitley	\$101,062
<i>Region 4</i> Benton, Carroll, Clinton, Fountain, Jasper, Montgomery, Newton, Tippecanoe, Warren, White	\$37,019
<i>Region 5</i> Cass, Howard, Miami, Tipton	\$42,508
<i>Region 6</i> Blackford, Delaware, Grant, Jay, Randolph	\$27,869
<i>Region 8</i> Clay, Parke, Putnam, Sullivan, Vermillion, Vigo	\$60,384
<i>Region 9</i> Decatur, Fayette, Franklin, Henry, Ripley, Rush, Union, Wayne	\$27,447
<i>Region 10</i> Bartholomew, Brown, Greene, Lawrence, Monroe, Owen	\$55,457
<i>Region 11</i> Crawford, Jackson, Jefferson, Jennings, Orange, Switzerland, Washington	\$13,372
<i>Region 12</i> Daviess, Dubois, Gibson, Knox, Martin, Perry, Pike, Posey, Spencer, Vanderburgh, Warrick	\$76,852
Total	\$768,240

Source: Indiana Housing Finance Authority.

Eligible applicants for 2003 HOPWA funds

1. Non-profit organizations that:

- Are organized under State or local laws;
- Have no part of its net earnings for the benefit of any member, founder, contributor or individual;
- Have a functioning accounting system that is operated in accordance with generally accepted accounting principles, or had designated an entity that will maintain such an accounting system;
- Have among its purposes significant activities related to providing services or housing to persons with acquired immunodeficiency syndrome (AIDS) or related diseases;
- Can demonstrate integration, or the willingness to partner, with the existing HIV/AIDS Continuum of Care in the local region; and
- Are eligible to participate in HUD programs (not on the disbarred list).

2. Governmental Housing Agencies – public housing authority or a unit of government that is chartered by the chief executive to provide the housing activities within the political jurisdiction

HOPWA applications were due to IHFA on May 23, 2003. They were evaluated and scored based on the following:

Organizational Capacity	46 points
HOPWA Activity Description	30 points*
HOPWA Program Design	25 points

- * Applicants applying for more than one activity completed a separate activity application for each eligible activity they applied for. IHFA totaled the scores of all of the activities applied for and then averaged them resulting in one final score for activity.

Exhibit V-5 on the following page shows the awards made for program year 2003.

Exhibit V-5.
HOPWA Awards, Program Year 2003

Grantee	Total Award Amount	Housing Award	Housing Activity	Supportive Service Award	Supportive Service Activity	Other Award	Other Award Activity	Administrative Funding
Greater Hammond Community Services	\$192,000	\$138,560	Short-term rent: \$5,000 Long-term rent: \$133,560	\$40,000	Case management	NA	NA	\$13,440
Brothers Uplifting Brothers, Inc.	\$30,000	NA	NA	NA	NA	\$27,900	Affordable housing outreach	\$2,100
Positive Link	\$55,457	\$50,000	Short-term rent: \$25,000 Long-term rent: \$25,000	\$4,020	Meals, transportation & utilities assistance	NA	NA	\$1,437
Area 7 Agency on Aging and Disabled	\$60,384	\$55,590	Short-term rent: \$11,990 Long-term rent: \$43,600	\$568	Telephone assistance	NA	NA	\$4,226
The Center for Mental Health, Inc.	\$27,869	\$23,419	Short-term rent: \$8,175 Long-term rent: \$15,244	\$2,000	Fuel & food provisions	\$500	Capacity building	\$1,950
Hoosier Hills AIDS Coalition	\$13,372	\$12,463	Short-term rent: \$3,436 Long-term rent: \$9,000	NA	NA	NA	NA	\$936
AIDS Task Force Richmond	\$27,447	\$21,841	Short-term rent: \$7,126 Long-term rent: \$14,715	\$5,606	Meal & transportation assistance	NA	NA	NA
Open Door Community Services	\$42,508	\$20,710	Short-term rent: \$11,990 Long-term rent: \$38,150	\$17,544	NA	NA	NA	\$997
AIDS Resource Group - Evansville	\$76,852	\$65,852	Short-term rent: \$27,352 Long-term rent: \$38,500	\$10,000	Operations, meal & transportation assistance	NA	NA	\$1,000
AIDS Ministries/AIDS Assist of North Indiana, Inc.	\$104,159	\$50,140	Short-term rent: \$11,990 Long-term rent: \$38,150	\$40,000	Operations	\$6,728	Operations costs	\$7,291
Area IV Agency on Aging and Community Action Programs	\$37,019	\$33,428	Short-term rent: \$3,428 Long-term rent: \$30,000	\$1,000	Meals & telephone assistance	NA	NA	\$2,591
AIDS Task Force Fort Wayne	\$101,062	\$85,988	Short-term rent: \$30,988 Long-term rent: \$55,000	\$8,000	Meals & telephone assistance	NA	NA	\$7,074

Source: Indiana Housing Finance Authority.

**Exhibit V-6.
Counties Served by
HOPWA Awards,
Program Year 2003**

Source:
Indiana Housing Finance Authority.

Bartholomew	Miami
Benton	Monroe
Blackford	Montgomery
Brown	Newton
Carroll	Orange
Cass	Owen
Clay	Parke
Clinton	Perry
Crawford	Pike
Daviess	Porter
Decatur	Posey
Delaware	Pulaski
Dubois	Putnam
Elkhart	Randolph
Fayette	Ripley
Fountain	Rush
Franklin	Spencer
Fulton	St. Joseph
Gibson	Starke
Grant	Sullivan
Greene	Switzerland
Henry	Tippecanoe
Howard	Tipton
Jackson	Union
Jasper	Vanderburgh
Jay	Vermillion
Jefferson	Vigo
Jennings	Warren
Knox	Warrick
Lake	Washington
LaPorte	Wayne
Lawrence	White
Marshall	Whitley
Martin	

Housing activities. During program year 2003, \$411,489 in HOPWA funds was awarded for tenant-based rental assistance and \$149,732 was awarded for short-term rental assistance. In addition, \$6,728 of HOPWA funds was used for acquisition, rehabilitation, and repair of housing to assist persons with HIV/AIDS.

Supportive service activities. IHFA awarded \$128,738 in supportive services funding during the report period. The primary services offered were case management, nutritional assistance, basic telephone service provision, substance abuse treatment, mental health treatment and transportation assistance.

The housing and supportive awards and the detailed activities for which they were used are summarized by grantee in the attachment to this section.

New housing units created. Since 1993, 48 housing units have been created using HOPWA funding as shown in Exhibit V-7 below.

Exhibit V-7.
HOPWA Housing Units Created, 1993 - 2003

Project Sponsor	Facility	Number of Units
AIDS Task Force Fort Wayne	Jack Ryan House	19
AIDS Ministries/AIDS Assist	St. Juste House	1
Partners in Housing Development Corporation	The Burton	23
Evansville Housing Authority	Cherry St. Development	5
Total		48

Source: Indiana Housing Finance Authority.

Other accomplishments. During the program year, IHFA provided oversight through on-site technical assistance visits, desktop technical assistance via telephone and e-mail. IHFA also communicated policy changes and clarifications to project sponsors via HOPWA program memos. IHFA's website also contained a section on HOPWA and project sponsors were directed to visit the website for information.

Self Evaluation of Grant Administration

The interviews and focus groups conducted for the State's *Indiana HIV/AIDS Housing Plan* highlighted several challenges in HOPWA administration. Many key informants commented on the discrepancies in services available to persons with HIV/AIDS throughout the State. Some providers have to refer clients to organizations outside of their service areas (most commonly to Indianapolis) because of limited resources within their areas. Some key informants also noted that the allocation process of State HOPWA dollars can be unclear at times and the reporting requirements cumbersome. Many key informants highlighted challenges related to coordinating multiple service systems – most importantly, that local AIDS service organizations are not usually active participants in local housing and service planning and coordinating groups, where housing needs are often discussed. Finally, accessing HOPWA dollars can be confusing because of the multiple jurisdictional levels within which service providers can access funding.

IHFA has identified the following primary barriers to meeting the needs of the State's HIV/AIDS population through use of the HOPWA grant:

- Lack of a monthly assistance subsidy for homeowners;
- Limited capacity of AIDS service providers to develop affordable housing; and
- Multiple HOPWA EMSA's in the state.

Performance Charts

The HUD required Performance Charts 1 and 2 are shown in Exhibits V-8 and V-9 on the following pages.

Exhibit V-8.**Performance Chart 1 – Actual Performance. Types of Housing Units Dedicated to Persons with HIV/AIDS, 2003**

Type of Unit		Number of Units with HOPWA Funds	Amount of HOPWA Funds	Number of Units with Grantee and Other Funds	Amount of Grantee and Other Funds	Deduction for Units Reported in More than One Column	Total by Type of Unit
1.	Rental assistance	153	\$348,557.42				\$348,557.42
2.	Short-term/emergency housing payments	476	\$183,930.29				\$183,930.29
3a.	Units in facilities supported with operating costs	16	\$9,845.05	6	\$101,596.00	10	\$111,441.05
3b.	Units in facilities that were developed with capital costs and opened to serve clients	0					
3c.	Units in facilities being developed with capital costs but not yet opened	0					
	Subtotal	645	\$542,332.76	6	\$101,596.00	10	\$542,332.76
	Deduction for units reported in more than one category						
	Total	645	\$542,332.76	6	\$101,596.00	10	\$542,332.76

Note: * AIDS Ministries/AIDS Assist received a 3 year supportive housing award for \$101,596 to provide operating costs for 6 of their units.

Source: Indiana Housing Finance Authority.

Exhibit V-9.**HUD Performance Chart 2 – Comparison to Planned Actions, as Approved in the Action Plan/Consolidated Plan, 2003**

Type of Unit	Estimated Number of Units by Type in the Approved Consolidated Plan/Action Plan for this Operating Year	Comparison / Actual Accomplishments
1. Rental assistance	120	153
2. Short-term or emergency housing payments	305	476
3a. Units in facilities supported with operating costs	5	16
3b. Units in facilities that were developed with capital costs and opened to serve clients	0	0
3c. Units in facilities being developed with capital costs but not yet opened	0	0
Subtotal	430	645
Deduction for units reported in more than one category		
Total	430	645

Source: Indiana Housing Finance Authority



2003 Housing Opportunities for Persons with AIDS (HOPWA) Awards

AIDS Ministries/AIDS Assist of North Indiana, Inc.

CC-003-006

HOPWA Amount Requested: \$104,159

HOPWA Amount Recommended: **\$104,159**

Counties Served: St. Joseph, Elkhart, Marshall, Fulton, Starke, Pulaski

Anticipated # of Beneficiaries: 308

Budget line-item	Amount of Funding	Description
Rental Assistance	\$35,000	Tenant based rental assistance
Rental Assistance Program Delivery	\$3,150	Direct staff time and applicable costs in administering the program
Short-term Rent, Mortgage and Utility Assistance	\$11,000	Short-term rent, mortgage and/or utility payments to prevent homelessness
Short-term Program Delivery	\$990	Program delivery activities for the short-term rent, mortgage and utility assistance program
Supportive Services	\$40,000	Supportive Services program that includes a substance abuse care coordinator to work with clients in assisted housing, basic telephone, financial assistance, support of transportation and food and nutrition programs
Operating Costs	\$6,728	Utilities, insurance, maintenance, etc. of 16 units of HIV/AIDS housing in South Bend and Elkhart
Administration	\$7,291	

AIDS Resource Group of Evansville, Inc.**CC-003-007****HOPWA Amount Requested:** \$76,852**HOPWA Amount Recommended:** **\$76,852****Counties Served:** Daviess, Dubois, Gibson, Knox, Martin, Perry
Pike, Posey, Spencer, Vanderburgh, Warrick**Anticipated # of Beneficiaries:** 376

Budget line-item	Amount of Funding	Description
Rental Assistance	\$36,000	Tenant based rental assistance
Rental Assistance Program Delivery	\$2,500	Direct staff time and applicable costs in administering the program
Short-term Rent, Mortgage and Utility Assistance	\$24,852	Short-term rent, mortgage and/or utility payments to prevent homelessness
Short-term Program Delivery	\$2,500	Direct staff time and applicable costs in administering the program
Supportive Services	\$10,000	Supportive Services Coordinator salary to maintain food pantry, transport clients, recruit volunteers to provide services
Administration	\$1,000	

AIDS Task Force Inc.**CC-003-008****HOPWA Amount Requested:** \$101,062**HOPWA Amount Recommended:** **\$101,062****Counties Served:** Adams, Allen, DeKalb, Huntington, Kosciusko,
LaGrange, Noble, Steuben, Wabash, Wells, Whitley**Anticipated # of Beneficiaries:** 377

Budget line-item	Amount of Funding	Description
Rental Assistance	\$55,000	Tenant based rental assistance
Supportive Services	\$8,000	Payment for clients' basic telephone expenses targeted towards clients with no telephone, food and nutrition assistance through task force, food bank and local sources
Short-term Rent, Mortgage and Utility Assistance	\$30,988	Short-term rent, mortgage and/or utility payments to prevent homelessness
Administration	\$7,074	

AIDS Task Force Richmond, Inc.**CC-003-009****HOPWA Amount Requested:** \$27,447**HOPWA Amount Recommended:** \$27,447**Counties Served:** Decatur, Fayette, Franklin, Henry, Ripley, Rush,
Union, Wayne**Anticipated # of Beneficiaries:** 83

Budget line-item	Amount of Funding	Description
Rental Assistance	\$13,500	Tenant Based Rental Assistance
Rental Assistance Program Delivery	\$1,215	Direct staff time and applicable costs in administering the program
Short-term Rent, Mortgage and Utility Assistance	\$6,537	Short-term rent, mortgage and/or utility payments to prevent homelessness
Short-term Program Delivery	\$589	Direct staff time and applicable costs in administering the program
Supportive Services	\$5,606	Grocery store vouchers for clients in need of emergency food. Monthly bus passes for clients in need of transportation and the purchase and distribution of gas vouchers to enable clients to attend regular doctor visits

Area IV Agency on Aging and Community Action Programs, Inc.**CC-003-010****HOPWA Amount Requested:** \$37,019**HOPWA Amount Recommended:** \$37,019**Counties Served:** Benton, Carroll, Clinton, Fountain, Jasper,
Montgomery Newton, Tippecanoe, Warren, White**Anticipated # of Beneficiaries:** 30

Budget line-item	Amount of Funding	Description
Rental Assistance	\$27,300	Tenant based rental assistance
Rental Assistance Program Delivery	\$2,700	Direct staff time and applicable costs in administering the program
Short-term Rent, Mortgage and Utility Assistance	\$3,120	Short-term rent, mortgage and/or utility payments to prevent homelessness
Short-term Program Delivery	\$308	Direct staff time and applicable costs in administering the program
Supportive Services	\$1,000	Payment for clients' basic telephone expenses targeted towards clients with no telephone, grocery store vouchers for emergency food provision
Administration	\$2,591	

Bloomington Hospital Inc.**CC-003-011****HOPWA Amount Requested:** \$55,457**HOPWA Amount Recommended:** \$55,457**Counties Served:** Bartholomew, Brown, Greene, Lawrence, Monroe, Owen**Anticipated # of Beneficiaries:** 432

Budget line-item	Amount of Funding	Description
Rental Assistance	\$25,000	Tenant based rental assistance
Short-term Rent, Mortgage and Utility Assistance	\$25,000	Short-term rent, mortgage and/or utility payments to prevent homelessness
Supportive Services	\$4,020	Funds will be used to supplement the agency's food pantry for clients and provide basic telephone service for clients in need
Administration	\$1,437	

The Center for Mental Health Inc.**CC-003-012****HOPWA Amount Requested:** \$27,869**HOPWA Amount Recommended:** \$27,869**Counties Served:** Cass, Howard, Miami, Tipton**Anticipated # of Beneficiaries:** 51

Budget line-item	Amount of Funding	Description
Rental Assistance	\$14,244	Tenant based rental assistance
Rental Assistance Program Delivery	\$1,000	Direct staff time and applicable costs in administering the program
Short-term Rent, Mortgage and Utility Assistance	\$7,500	Short-term rent, mortgage and/or utility payments to prevent homelessness
Short-term Program Delivery	\$675	Direct staff time and applicable costs in administering the program
Supportive Services	\$2,000	Funds will purchase bus tokens for transportation assistance and supplies for agency's emergency food pantry
Resource Identification	\$500	Resource identification and capacity building activities through participation in HUD-approved conferences and training events.
Administration	\$1,950	

Greater Hammond Community Services Inc.**CC-003-013****HOPWA Amount Requested:** \$192,000**HOPWA Amount Recommended:** **\$192,000****Counties Served:** Lake, LaPorte, Porter**Anticipated # of Beneficiaries:** 173

Budget line-item	Amount of Funding	Description
Rental Assistance	\$122,580	Tenant based rental assistance
Rental Assistance Program Delivery	\$10,980	Direct staff time and applicable costs in administering the program
Short-term Rent, Mortgage and Utility Assistance	\$5,000	Short-term rent, mortgage and/or utility payments to prevent homelessness
Supportive Services	\$40,000	Supportive services program will coordinate housing and related referrals (mental health, substance abuse, budget counseling, etc.) through 2 professional staff positions
Administration	\$13,440	

Hoosier Hills AIDS Coalition, Inc.**CC-003-014****HOPWA Amount Requested:** \$13,372**HOPWA Amount Recommended:** **\$13,372****Counties Served:** Crawford, Jackson, Jefferson, Jennings, Orange, Switzerland, Washington**Anticipated # of Beneficiaries:** 19

Budget line-item	Amount of Funding	Description
Rental Assistance	\$9,000	Tenant based rental assistance
Short-term Rent, Mortgage and Utility Assistance	\$3,436	Short-term rent, mortgage and/or utility payments to prevent homelessness
Administration	\$936	

Open Door Community Services Inc.**CC-003-015****HOPWA Amount Requested:** \$42,508**HOPWA Amount Recommended:** **\$42,508****Counties Served:** Delaware, Grant, Blackford, Jay, Randolph**Anticipated # of Beneficiaries:** 113

Budget line-item	Amount of Funding	Description
Rental Assistance	\$8,000	Tenant Based Rental Assistance
Rental Assistance Program Delivery	\$720	Direct staff time and applicable costs in administering the program
Short-term Rent, Mortgage and Utility Assistance	\$13,988	Short-term rent, mortgage and/or utility payments to prevent homelessness
Short-term Program Delivery	\$1,259	Direct staff time and applicable costs in administering the program
Supportive Services	\$17,544	Supportive services program will provide a staff member to facilitate transportation for clients in need, the program will also provide food and nutrition assistance through the agency food pantry.
Administration	\$997	

West Central Indiana Economic Development District**CC-003-016****HOPWA Amount Requested:** \$60,384**HOPWA Amount Recommended:** **\$60,384****Counties Served:** Clay, Parke, Putnam, Sullivan, Vermillion, Vigo**Anticipated # of Beneficiaries:** 72

Budget line-item	Amount of Funding	Description
Rental Assistance	\$40,000	Tenant based rental assistance
Rental Assistance Program Delivery	\$3,600	Direct staff time and applicable costs in administering the program
Short-term Rent, Mortgage and Utility Assistance	\$11,000	Short-term rent, mortgage and/or utility payments to prevent homelessness
Short-term Program Delivery	\$990	Direct staff time and applicable costs in administering the program
Supportive Services	\$568	Basic telephone service for clients
Administration	\$4,226	

HOPWA Amount Requested: \$30,000**HOPWA Amount Recommended:** **\$30,000****Counties Served:** Lake, Porter, LaPorte**Anticipated # of Beneficiaries:** 525

Budget line-item	Amount of Funding	Description
Housing Information	\$27,900	Housing Planners salary for outreach to affordable housing community and addressing and eliminating barriers for clients accessing and maintaining housing
Administration	\$2,100	

SECTION VI.

Performance Measurement System

SECTION VI.

Performance Measurement System

On September 3, 2003, HUD issued a memorandum (SUBJECT: Development of State and Local Performance Measurement Systems for Community Planning and Development (CDP) Formula Grant Programs) encouraging states and localities to implement a performance measurement system (PM system) related to administration of the CDBG, HOME, ESG, and HOPWA block grants. At a minimum, HUD is requesting that States describe their progress in developing a PM system in their upcoming CAPER reports.

During January 2004, the State of Indiana grantee agencies – the Department of Commerce, the Indiana Housing Finance Authority and the Family and Social Services Administration – met to discuss how a PM system might be introduced into their grant evaluation and monitoring activities. This section of the CAPER for FY2003 describes the agencies' progress in implementing the PM system.

Goals and Plan

In the January 2004 meeting, the agencies established the following goals toward implementing a PM system.

1. Before September 2004, when the State's CAPER is completed, each Agency will have a plan for implementing a PM system for their HUD grant programs.
2. Each Agency's plan for their PM system will be described in the CAPER.
3. During late 2004 and 2005, the Agencies will fully implement their PM system. The 2005 Consolidated Plan will contain data and information that the Agencies will use as benchmarks in future CAPERs.

FSSA Performance Measurement System

Prior to release of the HUD PM system memo, FSSA had started requiring performance measures from recipients of ESG funding as part of the State's performance-based grant system. FSSA refined the performance measures that were already in place to create a PM system for HUD reporting requirements.

The ESG PM system currently works as follows:

Beginning in 2004, FSSA required that all contracts with the shelters receiving ESG were performance-based. At the beginning of the grant period, shelters pick three goals out of 15 options. The shelters are required to meet the percentage goal by the end of the fiscal year. Starting in July 2004, FSSA collects monthly Performance-Based Reports from all shelters to evaluate their progress in meeting their performance goals. A copy of the monthly reports required from shelters as well as the 15 performance goals they can choose from is attached.

The ESG Performance Based Reports accomplish many of the goals of the PM system outlined in Appendix C of the September 3, 2004 HUD CPD memo. For example, grantees are asked to report on annual goals and objectives in terms of expected and actual accomplishments. Grantees are also asked to report on various outcomes and identify the indicators used for reporting each.

For FY2005, FSSA will add a question to the shelter monitoring tool requesting specifically how the shelter is transitioning their clients into permanent housing. Many of the shelters and transitional housing developments have plans and guidelines in place on how to transition a client from emergency shelter or transitional housing into permanent housing. For example, many of the shelters either assist the client in setting up a saving account while at the shelter and/or help with the location of low-income apartments or federal housing assistance. FSSA will also update the ESG application review and grading tool to include documentation of how clients are being referred to mainstream resources and how the shelter is transitioning clients into permanent housing.

In addition, FSSA will develop a system to aggregate, measure and evaluate the performance based statistics gathered from all of the shelters in the past year. The cumulative goal percentage of the three goals each shelter chose will show their performance of each goal.

IHFA Performance Measurement System

During 2004, IHFA added a reporting requirement to the application packages for grantees. At the time of their grant request, applicants are required to identify the following:

- The number of units that will be provided by the proposed project and their target affordability ranges;
- The targeted special needs populations who would be served by the proposed project;
- Information about how the applicant intends to work with special needs populations;
- Information on the program beneficiaries from the proposed project (income race/ethnicity, disability, elderly, single parent households); and
- Indicators the grantee will use to measure the neighborhood impact of the project.

The PM system tool IHFA is currently using is attached to this section.

IDOC Performance Measurement System

IDOC is exploring a number of possible indicators that could be collected from grantees for measuring performance in IDOC's HUD grant programs:

Water, sewer & wastewater improvements. Obtain documentation on the problems with water/sewer/wastewater systems from the Department of Health and other regulatory agencies and improvements in water quality, sewer and wastewater systems as a result of the funding.

Community centers. Obtain documentation from cities and social service agencies on how the development of community centers, senior centers, day care and health facilities improved the quality of life for residents and the average number of residents who use such facilities.

Historic preservation. Document the buildings preserved (with pictures?) and their current uses.

Jobs, economic development programs. Obtain documentation from companies on the number of jobs created (by type and range of pay) and the economic impact to the community.

Emergency vehicles. Document improvements in ISO ratings or reductions in the time it takes to reach certain parts of cities.

Exhibit 1

ESG PERFORMANCE REPORT

Grantee Cumulative Report - For the Month of _____ Yr ____

Agency Legal Name:	Phone:
Contact Name:	e-mail:
Contract No.	Address:

Instructions: Grantee shall submit a cumulative report every month and add to the past month's information and statistics. By the 12th month, of each fiscal year period, the goal percentage that was chosen by the facility has to be met.

- 1) Circle the categories that were chosen for the performance based objectives?

Case management

Homeless Prevention/Outreach

Operations

- 2) How many clients have you served this month? How many continuing?

New: _____ Families

_____ Children

_____ Individuals

Continuing: _____ Families

_____ Children

_____ Individuals

- 3) State the Objective, Progress and Percentage you have made toward each goal. State how your agency delivered the services to meet your expected outcomes.

• **Objective 1:**

Progress & Percentage:

• **Objective 2:**

Progress & Percentage:

- **Objective 3:**

Progress & Percentage:

Agency Signature

Date:

This report is to be submitted by the 10th of each month, beginning on August 10, 2004 and ending with July 10, 2006

Please mail, fax or e-mail this report to:

Lori Dimick, Emergency Shelter Grant Specialist
Housing and Community Services
402 West Washington Street, Room W-361
PO Box 6116 - MS01
Indianapolis, IN 46206-6116
Fax: 317-232-7079
Ldimick@fssa.state.in.us
(317) 232-7117

PERFORMANCE BASED OPTIONS

(Each shelter choose 3 options)

Case Management/Care Plans

1. ___% (Minimum 80%) Provide information/education materials for client needs and services within 3-7 days of assessments.
2. ___% (Minimum 50%) of the adult domestic violence clients will complete a safety plan.
3. ___% (Minimum 50%) of the clients will establish a case/care plan within 7 days of admission.
4. ___% (Minimum 75%) of children ages 5 and older will have a case/care/safety plan within 7 days of admission.
5. ___% (Minimum 30%) will access transitional or permanent housing upon exit from the program for clients who stay 30 days or more.
6. ___% (Minimum 60%) of children will reunite and be housed with their family.
7. ___% (Minimum 80%) will offer and/or refer an educational and job training program.
8. ___% (Minimum 50%) will increase their income or be employed upon exit from the program for clients who stay 30 days or more.
9. ___% (Minimum 80%) Inform and refer to mainstream programs. (E.g. food stamps, Medicaid, Medicare, VA benefits, SSI, etc.)
10. ___% (Minimum 80%) of school age children will be enrolled in school within 72 hours.
11. ___% (Minimum 50%) of the transitional residents will move from transitional to permanent housing for families/individuals that stay at least 24 months.

Homeless Prevention/Outreach

12. ___% (Minimum 80%) completes client assessments/intake within 72 hours.
13. Conduct a community outreach program at least one per quarter (four a year).

Operations

14. ___% (Minimum 75%) of clients provided with food and/or personal care items and other necessities.
15. ___% (Minimum 50%) Grantee agrees that the adult clients will participate in evaluating the shelter's services.

EXHIBIT 4: PERFORMANCE MEASURES

Based on Community Planning and Development (CPD) Notice 03-09 from the U.S. Department of Housing Urban Development (HUD), State HOME and CDBG recipients are strongly encouraged to develop Performance Measurement (PM) Systems.

HUD outlines two primary components of PM:

- 1.) Productivity - level of efficiency (quantity, quality, and pace)
- 2.) Program Impact - extent to which activities yield the desired outcomes in the community or in the lives of persons assisted.

To meet this request, applicants are required to complete the following section based on their current application request. To determine an organization's success in accomplishing the goals below, this same information will be required at award closeout. Also at closeout, recipients may be required to complete other data elements including, but not limited to, leverage/match as a percentage of TDC, timeliness of expenditure of funds, % of units complete at award expiration, average per unit cost, administration costs versus total development costs, unit years of affordability, number of units assisted in which lead-based paint hazards were reduced.

A. Affordability for Mixed Income Beneficiaries

Award recipients will be held to the unit commitment in their agreement. Changes will require prior IHFA approval.

Market Rate Units

60.1% - 80% of area median income

50.1% - 60% of area median income

40.1% - 50% of area median income

30.1% - 40% of area median income

At or below 30% of area median income*

Total

# of Eligible, But Non-Assisted Units	# of Non- Assisted Units	IHFA-Assisted	
		# of units	% of Total

**Assumed by IHFA for emergency shelters, youth shelters, and migrant/seasonal farm worker housing.*

B. Targeted Populations With Special Housing Needs

(list # of units or beds for each targeted population)

- 1). Individuals may be counted more than once in the chart below:

	# units or beds	% of total
Homeless Families**		
Homeless Men**		
Homeless Women**		
Homeless Children**		
Migrant/Seasonal Farm Workers		
Total		

	# units or beds	% of total
Persons with Mental Impairment		
Persons with Disabilities		
Single-Parent Households		
Elderly (62 and older)		
Elderly (55 and older)		
Total		

**Recipients may restrict beneficiaries to one gender only when there is a good and compelling programmatic reason to do so (e.g., there will be shared bathrooms, you are serving victims of domestic violence, etc.).

- 2). Is working with the special needs population identified above part of your normal course of business?

Applicant: ☐ Yes ☐ No
Subrecipient: ☐ Yes ☐ No ☐ N/A

If yes, describe how this is your normal course of business below:

- 3). If an applicant's or subrecipient's normal course of business does not include working with these special needs populations, the applicant must submit a letter of cooperation (6 months old or less) describing how serving this population is their normal course of business in TAB H from a qualified organization providing services for such persons that indicates that they will refer clients to the . housing activity

Check one: ☐ Attached ☐ Not Applicable

- 4). If the applicant (for rental, permanent supportive, transitional, emergency shelters, youth shelters, or migrant/seasonal farm worker housing only) is not the owner of the property, then a letter (6 months old or less) from the owner must be enclosed in TAB H committing to target and give priority to such residents.

Check one: ☐ Attached ☐ Not Applicable

C. Program Beneficiaries

- 1). Check all that apply:

- ☐ Acquisition Only ☐ Rehabilitation
☐ Emergency Shelter ☐ New Construction
☐ Youth Shelter ☐ Relocation

- 2). Indicate below the number of people you currently have on a waiting list for this housing activity only, the number of people that you anticipate serving with this housing activity, and the number of units these people will occupy. If you are claiming points for having begun client intake, you must indicate the number of current applicants below. Provide a list of current applicants in Tab R. The total current applicants and anticipated beneficiaries in Chart A should equal Low/Mod Income in Chart B.

A.		Current Applicants			Anticipated Beneficiaries		
	Race	# of Units	# of People	% of Total People	# of Units	# of People	% of Total People
	White						
	Black/African American						
	Asian						
	American Indian/Alaska Native						
	Native Hawaiian/Other Pacific Islander						
	American Indian/Alaska Native & White						
	Asian & White						
	Black/African American & White						
	American Indian/Alaskan Native & Black/African American						
	Other Multi-Racial						
	Total						

B.		Current Applicants			Anticipated Beneficiaries		
			# of	% of Total		# of	% of Total
		# of Units	People	People	# of Units	People	People
	Low/Moderate Income						
	Disabled						
	Elderly (62 and older)						
	Elderly (55 and older)						
	Persons in Female-Headed Households						
	Total						

D. Neighborhood Impact

- 1). How will an area (neighborhood, community, city, town, county) change as a result of the investment of HOME, CDBG, or HTF funding?

- 2). What indicators in the neighborhood, community, city, town, county support the decision to apply for activity? This answer should be supported with activity specific data. For example if this is rental, what are the vacancy rates of current rental units, what are the average rent costs, etc.)